RG104 Entry 235

Volume 468

January 1, 1925 – December 31, 1925

Letters Sent to

Philadelphia and San Francisco

Press copies of letters and telegrams sent from U.S. Mint headquarters to various official and individual recipients.

Text quality ranges from good to extremely faint. Tight binding also limits visability of the left side of some documents. Pages were scanned using a white back-up sheet to improve legibility.

RG 104 RECORDS OF THE BUREAU OF
THE MINT

Records of the Bureau of the
Mint
Correspondence

LETTERS SENT, 1873-1917

Vol. 468 of 600
NC-152, Entry 235

Press Copies
of
Letters Sent

1925

Jany. 1, to Decr. 31,

Philadelphia

San Francisco

Bureau
of the
Mint

Treasury Department

Philadelphia
1925.

Philadelphia - 1925.

San Francisco Mint begins on page 424.

January 3, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Reference is made to your letter of December 30, 1924, concerning an apparent overcharge in bill of Marsh and McLennan covering insurance charges on shipments of minor coin during the month of November 1924. This matter should be taken up direct with Marsh and McLennan as their bills are prepared from the information furnished them by you.

Respectfully,

R. J. Grant
Director of the Mint.

e

January 3, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bills of the American Railway Express Co., totaling $1,707.81, covering shipments of $79,000.00 in minor coin during the months of October and November, 1924.

Respectfully,

enc.
e

R. J. Grant
Director of the Mint.

January 5, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

This letter will confirm telephone request of today that you forward to the United States Mint in Denver:

12 Obverse 1925 One Cent Dies.

Respectfully,

R. J. GRANT,
Director of the Mint.

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January 6, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Kindly be advised that the following amount, representing reimbursement from the Special Fund - Charges on Silver Dollar Bullion Sold, on account of extra expense incident to recoining standard silver dollars during the month of November, 1924, has been deposited to the credit of the appropriation indicated:

$8,701.23 - Wages of Workmen, Mint at
Philadelphia, 1925. C. D. #32188, dated
December 23, 1924.

This amount is deposited without personal credit and should not be taken into your account current.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e

January 7, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925;

Salaries - - - - - - - - - - - -	$ 6,000.00
Wages of Workmen - - - - - - -	55,000.00
Contingent Expenses - - - - -	18,000.00
Freight on B. & C. - - - - - -	100.00
Total - - -	$79,100.00

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e

January 7, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of January 6 you are authorized to accept the proposal of the Balbach Metals Corporation, New York, N. Y. covering sweeps for the Melting and Refining Department and for the Coining Department, amounting to $115.08 for the Coining Department sweeps, and $2,127.56 for the Melting and Refining Department sweeps.

It is understood that bids were requested from seven different firms or companies and that the bid of the Balbach Metals Corporation was the only one received.

Respectfully,

M. M. O'Reilly

C:f

Acting Director of the Mint.

January 8, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

I am inclosing a letter received today from the Curator of History, U. S. National Museum to which is attached a list of coins which the National Museum desires to purchase for the mint collection now lent to the Museum.

The total amount of this order is $647.80 and is a proper charge against the appropriation for contingent expenses, Mint at Philadelphia, 1925.

It is understood that the purchase by you for the National Museum and such incidental expenses also incurred in connection with the collection will not exceed the $1,000 allowed in the appropriation, by the end of the fiscal year.

Before placing these orders please address the firms concerned as to the possibility of obtaining a discount on these invoices.

Respectfully.

M. M. O'Reilly

O:f

Acting Director of the Mint.

January 8, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bills of the American Railway Express Co., totaling $1,738.51, covering shipments of $67,000.00 in cents and $20,000.00 in nickels during the month of November, 1924.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

enc.
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January 8, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill of the American Railway Express Co., amount $0.52, covering express charges on 1 box, 1-36" H Pyod, 1 Zone Box #4, 1 Pr 10 ft #18 Python Duplex Twisted Stranded Copper Leads Asbestos Insulated Class #118, Spec #24, New York, N. Y. to Philadelphia, Pa., October 25, 1924, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

M M O'Reilly

Acting Director of the Mint.

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January 10, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Returned herewith please find sheet #3 of your Schedule of Pay Rolls and Vouchers paid during the month of December 1924. Tabulation appearing thereon concerning vouchers paid in Washington should not appear on the regular schedule of vouchers paid, which goes to the General Accounting Office, but should be separately prepared and accompany monthly report of liquidation of encumbrances. Please forward amended schedule and separate report of vouchers paid in Washington.

Vouchers paid from the appropriation "Contingent Expenses, Public Moneys" should always be separately scheduled as was done for the month of December.

Attention is invited to transposition of figures covering wages payroll voucher #13.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
e

January 13, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith for your information copy of Bureau letter to the General Accounting Office dated January 12, 1925, concerning suspensions made in Certificate of Settlement of Account #C-19041-T, dated December 16, 1924, as regards vouchers suspended because of lack of evidence that the lowest bid was accepted, or if not the lowest, reasons therefor. It is understood from telephone conversation had with the General Accounting Office that our request, contained in the enclosed letter, will be granted. However, beginning January 1, 1925, it will be necessary that vouchers covering purchases made on competitive bids be accompanied by all bids received; also, where lowest bid is not accepted notation must be made giving adequate reason therefor.

Explanations to the General Accounting Office to remove suspensions of voucher #121, Mears and Dwyer, $5.51, and voucher #407, McArdle and Cooney, Inc., $32.00 should be made through this office. These suspensions were carried forward to the settlement now in question from Certificate of Settlement #C-17810-T, dated November 18, 1924, covering accounts for the period January 1 to March 31, 1924, and were brought to your attention in Bureau letter of December 5, 1924, to which no reply has been received. It is anticipated that suspension of voucher #446, A. H. Vestal, $32.60, will be removed in the next settlement made.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
e

January 14, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendations contained in your letter of January 13, and for the reasons stated, you are authorized to purchase crucibles and dipping cups from the firms and at the prices indicated below:

300 #70 special crucibles

J.H. Gautier & Co.	50 at	$9.30	each, less	1%
Jos. Dixon Crucible Co.	125 "	9.50	" "	1%
Ross-Tacony " "	125 "	9.50	" "	1%

300 dipping cups #3

J. H. Gautier & Co.	300 at	.45	each less	1%

100 dipping cups #5, regular

J. H. Gautier & Co.	100 at	.49	each less	1%

100 dipping cups #5, with skimmers

Ross-Tacony Crucible Co.	100 at	.70	each less	1%

It is understood that the lowest bid is accepted in each instance, except the first item where the purchase of 50 crucibles from J. H. Gautier & Co. is recommended for further trial, their crucibles not having proved as satisfactory as either one of the others.

Respectfully,

R. J. Grant
Director of the Mint

January 14, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bills of the American Railway Express Co., totaling $1,269.05, covering shipments of $22,000 in nickels and $45,000 in cents during the months of October, November and December, 1924.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
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January 15, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of January 12 you are authorized to accept the bid of the B. A. Ballou Co., Inc., to supply your mint with the following medal findings at the prices indicated, it being understood this is the only firm making these articles:

35	gross nickel silver safety catches	at $3.25	a gross
35	" " " joints	.12	"
21	" " " pin stems	.65	"

Respectfully,

R. J. Grant

R. J. Grant
Director of the Mint

January 16, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

I am returning herewith statement of vouchers, payable from your 1925 contingent appropriation, paid in Washington during the month of December 1924. Please forward at once an amended statement to include bills forwarded by the Bureau to the General Accounting Office for settlement on December 8, 1924, amounting to $16.28, advice of which was sent you that date.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
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January 17, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Please forward to the Superintendent, United States Mint, San Francisco, twenty pairs of double eagle dies.

Respectfully,

R J Grant

R. J. Grant
Director of the Mint.

January 17, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of January 16, you are authorized to purchase from M. Segal 50 dozen pairs of reversible buckskin mittens, at a cost of $11.60 per dozen pairs, it being understood that this is the lowest of three bids received.

It is understood that when these gloves are worn and of no further service to the employees they are burned by you in order to recover the particles of precious metals adhering to them.

Respectfully,

R. J. Grant
Director of the Mint.

January 17, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Reference is made to your letter of January 15, 1925, concerning certain suspensions made by the Comptroller General in your ordinary accounts per Certificate of Settlement #C-17810-T, November 18, 1924, for the period January 1 to March 31, 1924, and Certificate of Settlement #C-19041-T, December 16, 1924, covering the period April 1 to June 30, 1924; also, Certificate of Settlement #C-218-T, November 17, 1924, Special Deposit Account, for the period January 1 to March 31, 1924.

I am enclosing herewith copy of letter of the General Accounting Office dated January 15, 1925, wherein it will be noted statement is made that suspension of voucher #446, A. H. Vestal, $32.60, will be removed in a later settlement.

Explanations to remove other suspensions in your ordinary accounts are being made to the General Accounting Office today.

Concerning suspensions totaling $7,141.11, Special Deposit Account, for the period January 1 to March 31, 1924. The Bureau was again advised by 'phone on December 20th that these suspensions would be removed in a later settlement - probably when accounts for the period July 1 to September 30, 1924, are examined.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
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January 19, 1925.

Superintendent,
United States Mint.
Philadelphia, Pa.

Sir:

Bill of The Pullman Company, amount $1.13, covering accomodations furnished Mr. Geo. T. Morgan, Washington, D. C. to Philadelphia, Pa., December 16, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

Acting Director of the Mint.

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January 20, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Replying to your letter of January 16 please regard the letter of November 7, 1924, signed by the Secretary of the Treasury and addressed to Mr. Paul A. Davis, as authority for you to strike the medals of Dr. Charles W. Eliot from the dies supplied by the association interested.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

January 20, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In the case of Albert F. Augustus, form CA 2 and CA 4 have been received. The officer in charge of these reports has advised the Bureau that form CA 3 has not yet reached here. Will you please look this up and forward the form to the Bureau as soon as possible.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

January 21, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith find bill of the American Railway Express Co., in amount $900.00, covering express charges on shipment of $210,000 in minor coin and $300,000 in subsidiary silver coin from your institution to the Federal Reserve Bank, New York, N. Y., November 4, 1924. From the attached copy of letter of the American Railway Express Co., which, together with copy of this letter, should accompany voucher with your accounts, it will be noted that a special rate of $900.00 was issued to cover this shipment. The duplicate bill and original bill of lading covering express charges on the subsidiary coin has been retained in Washington for payment by the Department, in amount $209.73, from the appropriation "Contingent Expenses, Public Moneys, 1925". The balance payable on this bill, $690.27, should be paid by you from the minor coinage profits.

Distribution of charges on this shipment was made on the basis of the ratio of costs computed on regular rates to actual costs:

Regular rates (as shown on voucher) give for minor coin - - -	$938.00
Regular rates (as shown on voucher) give for sub. coin - - -	285.00
Total-	$1,223.00

$$\frac{938}{1,223} \times 900 = \$690.27$$

$$\frac{285}{1,223} \times 900 = \$209.73$$

Total - $900.00

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e

January 22, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Referring to your letter of January 21 in the case of Albert F. Augustus, in which case the Compensation Commission request you forward form C.A. 3, this Bureau has today been instructed that form C.A. 3 is due whenever an employee returns to work, as that is the point at which his pay is involved. This will not in any way interfere with the continuance of his treatment by the Public Health Officer and will not prejudice his case in any way. Will you kindly have form C.A. 3 forwarded.

Respectfully,

W. M. O'Reilly

Acting Director of the Mint.

January 22, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill of the American Railway Express Co., amount $1.63, covering express charges on 2 packages, 100 mats, North Brookfield, Mass. to Philadelphia, Pa., September 5, 1924, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

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January 22, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bills of the American Railway Express Co., totaling $3,786.03, covering shipments of $57,000 in nickels and $151,000 in cents during the months of November and December, 1924.

Respectfully,

M M O'Reilly

Acting Director of the Mint.

enc.
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January 23, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Kindly be advised that the following amount, representing reimbursement from the Special Fund - Charges on Silver Dollar Bullion Sold, on account of extra expense incident to recoining standard silver dollars during the month of December, 1924, has been deposited to the credit of the appropriation indicated:

$10,542.42 - Wages of Workmen, Mint at
Philadelphia, 1925. C. D. #33069, dated
January 10, 1925.

This amount is deposited without personal credit to you and should not be taken into your account current.

Respectfully,

R. J. Grant
Director of the Mint.

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January 23, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to $11.09, covering insurance on shipments of minor coin, valued at $227,500.00, during the month of December, 1924.

There is also enclosed for payment from funds collected from J. P. Morgan & Co. voucher, in amount $2,193.75, covering insurance on $45,000,000.00 in gold coin shipped to the New York Assay Office.

Checks should be drawn in favor of the payees, and in the amounts, indicated on reverse of vouchers, and should be forwarded to Marsh and McLennan.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
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January 24, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith for your information copies of letters of the Comptroller General dated January 21, 1925, concerning suspensions noted in Certificates of Settlement of Account C-17810-T, November 18, 1924 and C-19041-T, December 16, 1924, covering the periods January 1 to Marsh 31, 1924 and April 1 to June 30, 1924. Particular attention is invited to last sentence of letter regarding Certificate of Settlement C-17810-T. A copy of each of the forms mentioned therein is enclosed herewith.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
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January 26, 1925.

Superintendent, United States Mint,

Philadelphia, Pa.

Sir:

Replying to your letter of January 24, the Bureau has no objection to your supplying the Mint at Paris with blue prints of the shaving machine used at the Philadelphia Mint.

Respectfully,

R. J. Grant
Director of the Mint.

January 28, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of January 27 you are authorized to purchase from the United Engineering & Foundry Co., one pair of chilled iron rolls, 5" x 8", at a cost of $80.00, it being understood that this is the lowest of three bids received.

Respectfully,

M M O'Reilly

Acting Director of the Mint.

January 30, 1925.

Superintendent, United States Mint,

Philadelphia, Pa.

Sir:

This will acknowledge receipt of the plaster case of Mr. Winston's medal. The Undersecretary is very much pleased with the portrait. He suggests that the word "The" be placed above the words "Under Secretary of the Treasury".

Mr. Winston requests that you manufacture and forward to him, with the bill rendered to him, 25 of the medals in silver and 25 of the medals in bronze. Will you please cause these medals to be executed as soon as it is possible for you to do so.

It is presumed that you do not need to have the plaster cast returned.

Respectfully,

R. J. Grant
Director of the Mint.

February 2, 1925.

All Mint Service Institutions:

Sir:

The Secretary of the Treasury has advised this Bureau that in accordance with the provisions of law, (31 Stat., 1405), this Department will be closed on Monday, February 23, 1925, in view of the fact that February 22, Washington's Birthday, falls on Sunday this year. This order applies to your institution.

Respectfully,

R. J. Grant
Director of the Mint.

February 3, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Enclosed is a letter received from the State Department, together with a copy of a note from the Charge d'Affaires ad interim of Venezuela, requesting the execution of certain coinage at the United States Mint.

Can you advise the Bureau from the information contained in the note the amount of metals required and the charge which should be imposed, in order that the Bureau may be in position when replying to the State Department to embody this information in the letter.

Please return the enclosures with your reply.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

February 3, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Enclosed is a letter received from the State Department, together with a copy of a note from the Peruvian Ambassador, requesting the execution of certain coinage at the United States Mint.

Can you advise the Bureau from the information contained in the letter of the Ambassador the amount of silver required and the charge which should be imposed, in order that the Bureau may be in position when replying to the State Department to embody this information in the letter.

Should this Peruvian coinage be undertaken it is understood it will be executed at the San Francisco Mint, but the Bureau will appreciate being advised as to what charge should be imposed. Please return the enclosures with your reply.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

February 3, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill of the Baltimore & Ohio Railroad Company, amount $1.59, covering freight charges on 2 boxes, printed forms, Washington, D. C. to Philadelphia, Pa., November 6, 1924, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

Acting Director of the Mint.

e

February 4, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

In order to comply with a request of the Ambassador of Great Britain, I would be pleased to have you forward answer to the following question:

"Were any medals struck at the mint or mints during 1924? If so, give particulars as to numbers, metals, etc.".

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

February 4, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bills of the American Railway Express Co., totaling $1,988.18, covering shipments of $65,000.00 in nickels and $42,000.00 in cents during the months of November and December 1924.

Respectfully,

Acting Director of the Mint.

enc.
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February 4, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill of the American Railway Express Co., in amount $0.58, covering express charges on 1 package, 2 hollow squares rolled fine silver, 2 flat plates 0.07" thick and 2 flat plates 0.03" thick, Philadelphia, Pa. to the Bureau of Standards, Washington, D. C., December 19, 1924, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation. Although instructions for billing the Bureau of Standards, Commerce Department, were placed by you on the original Bill of Lading, that Department states their order #406029 read "F.O.B. Washington, D. C." which was evidently overlooked.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e

February 5, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925:

Salaries - - - - - - - - - -	$ 5,000.00
Wages of Workmen - - - - -	50,000.00
Contingent Expenses- - - -	15,000.00
Total- -	$70,000.00

Respectfully,

R. J. Grant
Director of the Mint.

e

February 7, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of February 6 you are authorized to accept the bid of John W. Holland Co. to furnish lunch during the sessions of the Annual Assay Commission, on the 11th and 12th of February, at the rate of $71.00 and $64.00 respectively, it being understood that this is the lowest of three bids received.

Respectfully,

R. J. Grant
Director of the Mint.

February 7, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendations contained in your letter of February 6 you are authorized to accept the bid of Gimbel Brothers to furnish and lay approximately 77 square yards of best grade, domestic linoleum, 1/4" thick, at a cost of $2.60 per square yard, it being understood that this is the lowest of three bids received.

It is noted that the old linoleum will be burned up for the purpose of recovering values in precious metals. It is understood, of course, that the proceeds derived from such recovery will be covered into the Treasury as a miscellaneous receipt.

You are also authorized to accept the bid of John Wanamaker to repair one of your office rugs at a cost of $5.00, it being understood that this is the only bid received of three asked.

Respectfully,

R. J. Grant
Director of the Mint.

February 7, 1925.

Superintendent, U.S. Mint,

Philadelphia, Pa.

Sir:

Will you please forward to the Bureau together with your account for the same the following medals in bronze:

1 Mellon
1 Gilbert
1 Wilson
1 Winston
4 Hamilton

Respectfully,

R. J. Grant
Director of the Mint.

February 7, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

We are unable to locate your schedule of bullion receipts by sources on Form 61 for the October-December Quarter. If you have forwarded same will you kindly now forward a duplicate?

Respectfully,

R. J. Grant,
Director of the Mint.

P:f

OK

February 9, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of February 7 you are authorized to purchase 2000 feet of first common, white pine lumber, 1" x 12", S2S, from Cope & Bevan, at a cost of $80.00 per 1000 feet, it being understood that the particular grade of lumber covered by this bid is best suited for your purpose in the manufacture of small coin boxes.

Respectfully,

R. J. Grant
Director of the Mint.

GR

February 11, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Under date of February 7 the Secretary of the Treasury advised the State Department that the proposed coinage for the Venezuelan Government could be undertaken at your Mint. I am enclosing copy of the Secretary's letter of February 7, and this letter will be authority for you to proceed with the coinage when ready.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

February 12, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

I am forwarding today by parcel post 178.45 ounces of gold coin scrap, value $3,320.00, and 161.39 ounces silver coin scrap, of which 134.0625 ounces (value $156.00) belongs to the Standard Silver Dollar account, and 27.3275 ounces (value $34.00) to the subsidiary account.

The following accounts should be credited to San Francisco, Denver and Philadelphia respectively, being the value of metal resulting from special assay coins forwarded to the Bureau up to and including December 31, 1924.

San Francisco	Gold Coin	$1,280.00
	S.S.Dollar coinage metal	42.00
	Subsidiary " "	9.90
Denver	Gold Coin	720.00
	Subsidiary coinage metal	7.10
Philadelphia	Gold Coin	1,320.00
	S.S.Dollar coinage metal	114.00
	Subsidiary " "	17.00

Please proceed to make these entries without formal transfer, and notify San Francisco and Denver when they have been made.

Respectfully,

M. M. O'Reilly

G.

Acting Director of the Mint.

February 12, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Requisition has been approved for advance to you the sum of $100.00 from the appropriation "Freight on Bullion and Coin, Mints and Assay Offices, 1925", to meet the expenses of your institution during the fiscal year 1925.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e

February 13, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bills of the American Railway Express Co., totaling $992.26, covering shipments of $40,000 in nickels and $10,000 in cents during the months of November and December, 1924.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
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February 14, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of February 13 you are authorized to accept the bid of Guggenheim Brothers to supply your mint with 30,000 pounds of electrolytic copper cathodes at a cost of $15.10 per pound, it being understood that this is the lowest of three bids received.

Respectfully,

R. J. Grant
Director of the Mint.

February 14, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of February 13 you are authorized to purchase from M. Segal 20 dozens pairs of size 7 chamois gloves at a cost of $8.30 per dozen pairs, it being understood that this is the lower of two bids received. It is further understood that these gloves are used in handling blanks and coins at presses and selecting tables, and when of no further service are burned to recover the values adhering to them.

Respectfully,

R. J. Grant
Director of the Mint.

o.R.

February 14, 1925.

Superintendent, United States Mint,

Philadelphia, Pa.

Sir:

Please refer to Treasury Department circular of information relating to coins and medals, and particularly to the price indicated for the medals of the Secretaries. This letter will be authority for you to reduce the charge for these medals to $1.00 each, except in the case of Mr. Cortelyou's medal which should be increased to $1.00.

Respectfully,

R. J. Grant
Director of the Mint.

GK

February 16, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Kindly be advised that the following amounts, representing reimbursement from the Marine Corps, Navy Department, Washington, D. C., per their check #2791 of February 2, 1925, in favor of the Treasurer United States, on account of charges for Good Conduct Medals, have been deposited by C. D. #34721 dated February 7, 1925 to the credit of the appropriations indicated:

Wages of Workmen, Mint at Philadelphia, 1925 - $2,275.00
Contingent Expenses, " " " " - 975.00

These amounts are deposited to your personal credit and should be taken into your ordinary account current.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e

February 16, 1925.

Mr. F. H. Chaffin,
United States Mint,
Philadelphia, Pa.

Dear Mr. Chaffin:

I am returning the account of February 14, for medals. Will you please make one bill for the two silver medals and one case to Hon. Charles S. Dewey, Assistant Secretary of the Treasury, and one bill for four Alexander Hamilton medals, one Mellon medal, one Gilbert medal, and one Wilson medal, to me. The other two Hamilton medals are presumably the medals sent by the Director to Dr. Kunz, and he will assume that account.

Very truly yours,

M. M. O'R

February 17, 1925.

Philadelphia Seattle New Orleans
Denver Helena

The Federal Purchasing Board has requested answers to the following questions relative to the purchase and use of coal:

1. Estimated amount of money to be spent for supply of coal during the fiscal year 1925.

2. Estimated amount of money to be spent for rail and water transportation of coal during the fiscal year 1925.

3. Estimated total net tons of anthracite and bituminous coals respectively to be purchased during the fiscal year 1925.

4. State for each plant, building, station, or other Government activity:

   (a) Consumption per year in net tons.
   (b) Kind and size of coal used (if bituminous state whether run of mine, lump or slack and if anthracity give name and size).
   (c) Name and address of contractor.
   (d) Is coal purchased f.o.b. mines or delivered by dealer to bins.
   (e) What per cent of annual requirements can be stored in coal bins.

5. Explain in detail the department's present method of purchasing, showing:

   (a) Give procedure of issuing proposals and receiving bids.
   (b) Are purchases made under term contracts. If not, why?

6. Specify any improvements that are contemplated in the methods of purchase of coal by your department, giving reasons.

7. State whether you consider coal for the use of all departments and independent establishments might be purchased with advantage and economy by a central agency.

8. Make any pertinent constructive comments on the present methods of coal purchase by the Government.

9. State your opinion as to the best method of obtaining competitive bids for coal purchases by the Government.

10. State what time of the year you consider best for making purchases of coal for the Government and give reasons.

Replies to the above questions, in so far as they apply to your institution, should be forwarded to this Bureau at an early date for transmission to the Federal Purchasing Board.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

February 18, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith voucher of Mr. Charles O. Bailey, member of the Annual Assay Commission, covering reimbursement of traveling and subsistence expenses for the period February 11 to 13, 1925, approved for payment from your 1925 contingent expenses in the sum of $57.90.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

enc.
e

February 18, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bills of the American Railway Express Co., totaling $426.96, covering shipments of $25,000.00 in nickels and $4,000.00 in cents during the month of December 1924.

Respectfully,

Acting Director of the Mint.

enc.
e

February 21, 1925.

To All Mints and Assay Offices:

Herewith is being forwarded a copy of the appropriation law for the fiscal year beginning July first next.

Attention is particularly invited to the merging of two appropriations now effective -- for salaries and for wages -- into a single appropriation for the fiscal year 1926. This means that compensation for all personal services will be paid from a single appropriation beginning July first next and that the segregation heretofore made will be discontinued. It is requested that all per-annum employees be carried on the pay roll form prescribed by the Comptroller General somewhat recently, while all per-diem employees be carried on the old mint-service pay roll form at present in use. The same appropriation title will be used on both forms.

The official titles for the new appropriations will be, for example:

"Salaries and Wages, Mint at Philadelphia, 1926"
or
"Salaries and Wages, Assay Office at Helena, 1926".

The official titles of the appropriations for non-personal services continue as heretofore, for example:

"Contingent Expenses, Assay Office at New York, 1926"
or
"Contingent Expenses, Mint at Carson City, 1926".

The official appropriation titles as illustrated above should be used on all records, including each pay roll and public bill. The full title on each voucher aids in identifying papers in case they are misplaced. This is particularly helpful in offices, such as the General Accounting Office, where a great many papers are handled and a great many appropriations are involved.

Respectfully,

Acting Director of the Mint.

[illegible]

February 24, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith voucher of Mrs. Robert E. Callan, member of the Annual Assay Commission, covering reimbursement of traveling and subsistence expenses for the period February 9 to 13, 1925, approved for payment from your 1925 contingent appropriation in the sum of $49.24.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
e

JR

February 24, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill of The Baltimore & Ohio Railroad Company, amount $1.08, covering freight charges on 1 box, paper fold boxes k. d., Norwood, Ohio to Philadelphia, Pa., December 3, 1924, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

e

February 26, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith for payment from your 1925 contingent appropriation vouchers covering traveling and subsistence expenses of the following members of the Annual Assay Commission:

George K. Burgess	$ 27.21
A. R. Johnston	105.81
Burt G. Shields	20.08
Total	$153.10

There is also enclosed voucher of Mr. A. R. Johnston covering traveling and subsistence expenses incurred while acting as a member of the Annual Assay Commission of 1924, approved for payment from your 1924 contingent appropriation in the sum of $123.36, provided, however, that your records do not show previous payment.

Respectfully,

R. J. Grant
Director of the Mint. DA

enc.
e

February 27, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Kindly be advised that the following amount, representing reimbursement from the Special Fund-Charges on Silver Dollar Bullion Sold, on account of extra expense incident to recoining standard silver dollars during the month of January, 1925, has been deposited to the credit of the appropriation indicated:

$8,548.72 - Wages of Workmen, Mint at
Philadelphia, 1925. C. D. #35575, dated
February 21, 1925.

This amount is deposited without personal credit to you and should not be taken into your account current.

Respectfully,

R. J. Grant
Director of the Mint.

e

February 27, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Your Cashier's Daily Statement for February 26 carries an item of gold bars issued for cash $204,288.79, while on the opposite side appears receipts from purchasers of gold bars $5,025.57. Presumably the difference, $199,263.22 represents cash deposited at the Federal Reserve Bank in exchange for bars issued thereon. It is requested that future transactions of similar nature to the above be stated approximately in the following manner:

Issues of gold bars for cash (to Fed. Res. - $199,263.22
(received. . - 5,025.57

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

February 28, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith voucher of Mr. A. W. McEldowney, member of the Annual Assay Commission, covering reimbursement of traveling and subsistence expenses for the period February 10 to 12, 1925, approved for payment from your 1925 contingent appropriation in the sum of $30.76.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
e

February 20, 1925.

Superintendent, United States Mint, Philadelphia.
Superintendent, United States Mint, Denver.
Superintendent, United States Mint, San Francisco.
Superintendent, United States Assay Office, New York.

Sir:

The Bureau is desirous of effecting a more satisfactory procedure on sale of sweeps that that now in effect. Our inadequate facilities for sampling sweeps result in material variations from smelter findings as to metal contents. I am therefore submitting for your consideration, comment, and suggestion, the following proposal:

Dispose of the year's accumulation of sweeps in time (say about the first of June) to insure that final returns on the sale will be available for inclusion in the annual settlement results as of June 30th. If the accumulations are in sufficient quantity disposal may be made more frequently than once a year.

For the purpose of annual settlement wholly disregard any sweeps that accumulate after the final sale as above described and allow such sweeps to lap over and be considered in the following fiscal year. This lapping over should approximately offset from year to year, although the changed procedure might cause some disproportionate settlement loss the first year it is put into effect.

Each lot of sweeps tendered for sale to be weighed by the Mint Service institution and be sampled on the most practicable basis. A portion of the sample to be submitted to at least three concerns which make a business of purchasing sweeps, with invitation to submit proposal for purchase, indicating the various elements comprising their purchase terms such as the unit price to be allowed for gold, for silver, for the various platinum group and other metals, as well as sampling charge, the various treatment charges, etc. When the bids are opened the Superintendent to determine, by comparison, the most favorable bid and submit the bids with his recommendation to the Director of the Mint.

After the purchaser has sampled and assayed the material sold him, the assay results to be submitted to the Superintendent, for rough comparison with his assay on retained sample, in order that agreement between buyer and seller may be had on assays. The Mint Service institution to receive the usual settlement sheet from the buyer, and from the settlement weights, moisture content, and assays determine the total quantity of gold and total quantity of silver contained in the material sold. The quantities of gold and silver sold, as thus determined, to be carried into the records and accounts instead of using the Mint Service institution's own weights and assays on samples taken prior to delivery of the material, per present practice. It is anticipated that the total receipts from the purchaser of sweeps pertaining to the Melting and Refining and Coining departments, including the value of metals other than gold and silver, will, if needed, be available for credit in the accounts against the quantity of bullion sold.

Comment is particularly desired on the following:

Time at which the final sale for each fiscal year should be made.
Whether the interests of the Government would demand that a Mint Service employee be present at the works of the purchaser to witness the sampling and obtain a portion of the sampled material.
Would the quantity of metal in the sweeps that lap over from one year to another be sufficient to constitute a real factor in the year's operating results.
Any other pertinent feature should also be brought to the attention of the Bureau.

Early consideration of the above is requested since it is believed that a change based on the above-described procedure will prove materially more satisfactory than the present procedure.

Respectfully,

R. J. Grant
Director of the Mint.

F.

February 28, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith for payment from your 1925 contingent appropriation vouchers covering traveling and subsistence expenses of the following members of the Annual Assay Commission:

Nelson Franklin - - - - - - - -	$ 32.33
Richard A. Parker - - - - - - -	204.99
T. Edgar Willson- - - - - - - -	19.95
Total- - -	$257.27

Respectfully,

R. J. Grant
Director of the Mint.

enc.
c

March 2, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

On account of the condition of the appropriation for freight on bullion and coin for current fiscal year, it is requested that no further shipment of bullion be made by you, unless further advised, during the remainder of this fiscal year.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

March 2, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

In reply to your letter of February 28 concerning the possible recoining of Polish two-slote pieces, please be advised that this metal should be handled the same as other foreign coinage metals. It should be again taken into the account with the Polish Government, with indication that the metal is "reworked without charge", and be carried through the records in the usual way. Advise the Bureau of the number of pieces melted. The new coin will not be reported as such and the records should show that it replaces that executed in September and October 1924.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

March 3, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

I am enclosing herewith copy of letter addressed on February 6 to the State Department relative to the Peruvian coinage. Referring to the last paragraph of the copy of the letter enclosed I would suggest that before the coinage is undertaken it be definitely understood by the National Bank of Commerce, New York, the agent named by the Peruvian Ambassador to attend to the details connected with the coinage, that it is satisfactory to have the coinage executed at Philadelphia instead of San Francisco as suggested in the letter, copy of which is enclosed. If the National Bank of Commerce of New York agrees that the coinage should be done at your mint, this letter will be authority for you to proceed with the preparation and execution of the same.

Respectfully,

R. J. Grant
Director of the Mint.

March 5, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925:

Salaries - - - - - - - - - -	$ 5,500.00
Wages of Workmen - - - - -	50,000.00
Contingent Expenses- - - -	10,000.00
Total-	$65,500.00

Respectfully,

M M O'Reilly

Acting Director of the Mint.

e

March 6, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of March 5 you are authorized to purchase from the East End Waste Company, 2,000 pounds (net) of white wiping rags, at a cost of 11¢ a pound, it being understood that this is the lowest of three bids received.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

March 6, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith for payment from the minor coinage profits bill of the American Railway Express Company, amount $207.95, covering express charges on $5,000 in nickels and $4,000 in cents, Philadelphia, Pa. to Minneapolis, Minn., December 19, 1924.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

enc.
e

March 7, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Please return to Bureau today letter from State Department February seventeen relative Guatemala coinage

Grant
Director.

Govt. Ex. Mint Bureau, 1925.

March 7, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

I am forwarding today by registered mail a silver chloride bar weighing 35.65 ounces.

Please return 10.66 ounces proof silver (strip form) and the balance in granulated proof silver (shot form) in exchange.

Respectfully,

R. J. Grant
Director of the Mint.
CK

March 7, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

For your information and guidance I am enclosing a photostat copy of the model of the Lexington-Concord coin to be compared by you with the plaster case left at the Mint by the designer, Mr. Chester Beach. If this design, which has been approved by the Secretary of the Treasury, is exactly the same as the model now in your possession, this letter will be authority for you to proceed with the preparation of this coinage, and the letter is in confirmation of a telephone communication to the same effect.

Respectfully,

R. J. Grant
Director of the Mint.

JR

March 9, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendations contained in your letter of March 7 you are authorized to dispose of three lots of the following old materials to the frims and at the prices indicated, it being understood that these are the lower of two bids received:

Lot No. 1, mixed steel and iron scrap, to The Midvale Company, at $0.60 per 100 pounds.

Lot No. 2, medal bronze scrap, to R. E. Cliggett's Sons, at $5.07 per 100 pounds.

Lot No. 3, scrap die steel, to R. E. Cliggett's Sons, at $1.06 per 100 pounds.

Respectfully,

R. J. Grant
Director of the Mint.

March 9, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith voucher of Hon. Albert H. Vestal, M.C., member of the Annual Assay Commission, covering reimbursement of traveling and subsistence expenses for the period February 11 to 12, 1925, approved for payment from your 1925 contingent appropriation in the sum of $20.01.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
e

March 9, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

With reference to the attached correspondence pertaining to amount due Frank J. Killgore, deceased, it is suggested that your letter to the Comptroller General be amended as regards the period, making it July1- August 23, 1924, inclusive, instead of July 1 - August 24, 1924, inclusive, and that it be returned to this office when it will be forwarded with accompanying check to the Comptroller for his consideration. At the time the letter was originally returned to you, December 26, 1924, the pay roll could have been readily amended and the records changed to include the 96¢ shown as a deduction on account of retirement. This could not now be done without considerable trouble in changing records and reports.

Mr. Killgore having been a per-annum employee and in a pay status on Saturday, August 23, he would appear to be entitled to pay for Sunday, August 24, the date of his death. It is therefore suggested that a voucher be prepared, stating all the facts and including pay at the rate of $1860 per annum for August 24th as well as the 96¢ erroneously deducted for retirement on special pay roll carrying the salary adjustments. Check in payment of this voucher with accompanying letter should be forwarded to this office with return of the papers accompanying this letter, for submission to the Comptroller General.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

cR

March 10, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of March 9 you are authorized to purchase from M. Segal, 25 dozen pairs of horsehide gloves at $6.35 per dozen pairs, it being understood that this is the lowest of three bids received.

Respectfully,

R. J. Grant
Director of the Mint.

March 10, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of March 9 you are authorized to purchase from Dreifus & Company 2,000 pounds of blanket pieces for use as padding for fire mitts, at 15¢ per pound, it being understood that this is the lowest of three bids received.

Respectfully,

R. J. Grant
Director of the Mint.

March 11, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Referring to your letter of March 9 forwarding a letter received by you from the Secretary of the Huguenot-Walloon New Netherland Commission relative to two bronze casts of the Huguenot fifty-cent models, I am enclosing copy of letter addressed by this Bureau to the Secretary of the Commission, together with copy of Section 171 of the Penal Code referred to therein.

Respectfully,

Director of the Mint.

March 11, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

I am informed by the Bureau of Supply that your requisition of October 31, 1924 for stationery was inadvertently filed after the order for envelopes was placed. They also state that shipment of the supplies will be made at once.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

March 11, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith for payment from the minor coinage profits bill of the American Railway Express Co., amount $132.35, covering express charges on $5,000 in cents, Philadelphia, Pa. to St. Louis, Mo., December 4, 1924.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
e

March 11, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Will you please forward to the Bureau two medals in bronze of President Coolidge, and two bronze medals of Secretary Mellon, together with cases for the same. Please send the bill to me.

Respectfully,

R. J. Grant
Director of the Mint.

March 12, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith voucher of Mr. W. Gedney Beatty covering reimbursement of traveling and subsistence expenses while acting as a member of the Annual Assay Commission during the period February 10 to 13, 1925, approved for payment from your 1925 contingent appropriation in the sum of $27.88.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
e

March 13, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Receipt is acknowledged of 10.00 proof silver (strip form) and 25.65 ounces proof silver (shot form), forwarded with your letter of March 11, 1925.

Respectfully,

R. J. Grant
Director of the Mint.

March 14, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of March 13 you are authorized to purchase two Kardex cabinets, No. 5322, each equipped with 1540 pockets for 5" x 3" cards, as an addition to the Kardex equipment already installed in your Mint, at a cost of $271.04.

The authorization for the purchase of the Kardex cabinets is granted for the reason that no other form of cabinet would fit into the system now employed at the Mint, and it would be more expensive to undertake to install a new type of cabinet than to add to the type already installed at the Mint. It is also understood that proposals were asked from three firms and that the Kardex cabinets are supplied by the manufacturer only.

Respectfully,

R. J. Grant
Director of the Mint.

March 14, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Kindly be advised that the following amount, representing reimbursement from the Special Fund-Charges on Silver Dollar Bullion Sold, on account of extra expense incident to recoining standard silver dollars during the month of February, 1925, has been deposited to the credit of the appropriation indicated:

> $4,117.82 - Wages of Workmen, Mint at Philadelphia, 1925. C. D. #36465, dated March 11, 1925.

This amount is deposited without personal credit to you and should not be taken into your account current.

Respectfully,

R. J. Grant
Director of the Mint.

e

March 16, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith voucher of Mrs. Stella E. Cotton covering reimbursement of traveling and subsistence expenses while acting as a member of the Annual Assay Commission during the month of February, 1925, approved for payment from your 1925 contingent appropriation in the sum of $90.81.

Respectfully,

R. J. Grant
Director of the Mint.

enc.

March 18, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Enclosed is a bill of lading covering shipment of an automatic weighing machine and motor which has been in the Treasury Department for some time, the use of which was discontinued by the Treasurer's office. You will observe that the machine left here March 14. This bill of lading has just been delivered to this office.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

March 20, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

After examining card impression of die for twelve one half centimos Venezuelan minister states it is in accord with law of Venezuela and requests you proceed with coinage

O'Reilly

Acting Director

Cont. Ex. Mint Bureau, 1925.

Translation

20 March, 1925.

Mr. M. M. O'Reilly,
Acting Director of the Mint,
Washington, D.C.

My dear Sir:

In reply to your letter delivered to me by Mr. Casey, which is addressed to Dr. Pedro M. Arcaya, former Minister of Venezuela to the United States, I have the pleasure of telling you that the imprint of a die on a card which will serve for the coinage of nickel pieces of 12½ centimos is in accordance with the law of Venezuela and therefore you may immediately proceed to the coinage.

I am, your affectionate servant

(signed) F. G. Yanes

Charge d'Affaires of Venezuela

Mint Bureau, March 20, 1925.

Respectfully referred to the Superintendent, United States Mint, Philadelphia, for his information and guidance.

M. M. O'Reilly

Acting Director of the Mint.

March 20, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

What do you think of the advisability of requiring a bond of Mr. Sinnock upon his assuming the office of Engraver of the Mint? If you think he should be bonded, in what amount do you think the penalty should be expressed? It is necessary to know this because if a bond is to be required it will have to be executed before his commission can be delivered to him.

This letter is being written for your consideration and expression of opinion to be submitted to the Director upon his return to the Bureau.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

March 21, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

The following items pertaining to your accounts for the quarter ended December 31, 1924 are brought to attention:

Extra melting charge of $1.00 on deposit #1591, H. G. Black, was erroneously placed in the parting and refining column on abstract sheets; please make adjustment of same on the abstract summary for the January - March quarter.

Assay reports #2434 and 2435 covering receipts of mutilated U. S. gold and silver coin are returned for insertion of figures indicating metallic content totaling 1,000 parts.

Regarding the Foreign Metals Accounts. Information is requested as to whether you have any orders for coinage of the minor metals now held for the Governments of Argentine and of Siam. If you have no unfilled orders that would call for use of this metal it is suggested that you communicate with the parties placing the orders with a view to purchasing same and closing out these accounts.

Voucher #39, in favor of the Postmaster, supporting expenditure from the Special Deposit Account for postage and registry fees on shipment of new minor coin, is enclosed for correction and return. Amount is shown in body of voucher as $12.80 while total and approved amount is indicated as $13.80, which latter amount is carried to the Schedule of Vouchers Paid and into the account current. The Comptroller General has recently ruled that vouchers covering postage and registry fees on coin shipments shall carry indication of the nature of the shipment (whether circulated or new coin), weight, and destination of each shipment. The necessary additional data should be indicated on the above voucher, also on vouchers #7, 9, 10, 11, 12, 13, 14, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 27, 28, 29, 30, 31, 32, 36, 37, 38 and 40 herewith returned.

(Philadelphia Mint) -2-

Monthly Schedules of Revenue as submitted by you indicated total collections for the quarter from Special Assays of Bullion and Ores as $42.00, viz:

October	$10.00
November	18.00
December	14.00
Total	$42.00

which amount agrees with the figure carried in the ordinary account current. Schedule of Assay Collections for the month of November, filed with the ordinary account current, shows amount collected in November as $10.00. No supporting schedule of collections has been filed for the month of December. Please forward corrected schedule of collections for the month of November to agree with the monthly Schedule of Revenue and also forward schedule of collections covering the month of December.

It is requested that the balance of the appropriation "Contingent Expenses, Mint at Philadelphia, 1924" be deposited in the Treasury before the close of this month. In this connection, please forward the Bureau a statement of unliquidated encumbrances, by quarters, against the 1924 contingent appropriation.

Early reply to this letter is requested.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
e

March 20, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith voucher of Mr. F. G. Matson covering reimbursement of traveling and subsistence expenses while acting as a member of the Annual Assay Commission during the month of February, 1925, approved for payment from your 1925 contingent appropriation in the sum of $35.05.

Respectfully,

Director of the Mint.

enc.
c

March 23, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill of The Pennsylvania Railroad Company, amount $2.00, covering freight charges on the following shipments, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

9 cases soap, Cleveland, Ohio to Philadelphia, Pa., 12-12-24 - - - - -	$1.50
2 cases scouring soap, Ozone Park, N. Y. to Phila., Pa., 12-9-24 - - - -	.50
Total - -	$2.00

Respectfully,

R. J. Grant
Director of the Mint.

e

March 24, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

On March 3, 1925, the Bureau received an invoice of unparted bullion shipped by you to the New York Assay Office, no values being indicated thereon.

Information is requested as to the values of gold and silver contained in this shipment.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

March 24, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of March 23 you are authorised to purchase the necessary sheet copper to renew the copper sheeting on three of the tumbling barrels (washing machines) in your whitening room, from the Philadelphia Coppersmithing Company, at a cost of $115.08, including the work. It is understood that this is the lowest of three bids received.

Respectfully,

R. J. Grant
Director of the Mint.

March 25, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill of The Baltimore & Ohio Railroad Company, amount $0.54, covering freight charges on 1 bale, cocoa mats, Washington, D. C. to Philadelphia, Pa., January 22, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

e

March 26, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Under separate cover I am forwarding to you 26 sheets left at this office this morning by Albert J. Williams, Esq., an attorney, of Media, Pa., the same being excerpts from the records of your institution covering the employment at the Philadelphia Mint of Harvey Hughes.

This letter will be authority for you to compare these sheets with the original records and certify on each, over your signature and title, that the same is a true transcript. I would suggest that you number the sheets and fasten them together before returning them to the Bureau. The formalities necessary to the complete certification of the record will be executed in the Department.

Respectfully,

R. J. Grant
Director of the Mint.

eR

March 27, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Replying to your letter of March 26 relative to payments for the balances of metals remaining in the accounts for the Governments of Siam and Argentina, please make payment for the balance remaining in the Siam account to the Minister of Siam, 2300 Kalorama Road, Washington, D.C., together with a letter stating what it is for.

As soon as we are advised we will instruct you in regard to the balance due Argentina.

Respectfully,

R. J. Grant
Director of the Mint.

March 27, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Replying to your letter of March 25 please be advised that I expect to be in Philadelphia on Tuesday, and if you think it appropriate you are at liberty to advise Major McAleer that I will be there on that day and will be glad to arrange a meeting.

Respectfully,

R. J. Grant
Director of the Mint.

282

March 30, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith voucher of Mr. S. W. Brown covering reimbursement of traveling and subsistence expenses while acting as a member of the Annual Assay Commission during the period February 10 to 13, 1925, approved for payment from your 1925 contingent appropriation in the sum of $84.36.

Respectfully,

R. J. Grant
Director of the Mint.

e
enc

March 31, 1925.

To All Mint Service Institutions:

The Bureau is just in receipt of information from the General Accounting Office relative to information that will in future be required to support vouchers evidencing purchases of supplies, non-personal services, etc. These requirements will apply to all vouchers appearing in your accounts after March 31, 1925.

The following distinctions will be kept in mind in this connection:

Formal contracts are those evidenced by a formal writing signed by *both* parties to the agreement. Such contracts in our service are ordinarily executed on the Mint Service contract form and require the approval of the Secretary of the Treasury before becoming legally effective. Comparatively few of these formal contracts are made in the Mint Service.

Informal contracts are those resulting from tenders or offers by proposed vendors and acceptance thereof by the purchaser. Such contracts may be either written or oral; when written, in Mint Service practice, they usually take the form of a written offer on our proposal form, signed by the offeror, and a written acceptance signed by the purchaser.

With regard to formal contracts, the procedure heretofore observed will be continued; incident thereto is the furnishing of evidence that the person signing the contract with the Government, if representing a corporation or company, has been authorized to act for his principal. In this connection quotation is given from 3 Comp. Gen. 436 as follows:

> "The authority of officers of corporations generally to sign contracts with the Government on behalf of the corporation must be affirmatively established in each instance, usually by filing with the contract extracts from the articles of incorporation, by-laws, or minutes of the board of directors, duly certified by the custodian of such records under corporate seal."

With regard to written informal contracts the Comptroller General advises he will require, in each instance, the original of each proposal, and a copy of the letter of acceptance addressed to the contractor bearing the *autographed* (not typed or stamped) signature of the person acting on behalf of the Government. He will also require, in each specific instance, documentary evidence under seal, that the person representing the contractor has authority to represent his principal; or in lieu thereof, the certificate of the Government representative making the purchase that he has, in each instance, fully satisfied himself as to the authority of the person representing the vendor to represent his principal, if acting for a corporation or company. In every instance where the Government representative makes such certificate, it must be worded as follows:

"I have satisfied myself that the officer who signed this contract has authority to sign, being an officer who signs similar contracts on behalf of the corporation with the public generally."

This certificate must also bear the autographed signature of the representative of the Government. This certificate may only be used in reference to contracts involving an expenditure of less than $500, and contracts entered into with Public Service Corporations (such as gas or electric), in any amount.

It is suggested that when you certify the authority of a person who signs a contract, a rubber stamp, worded as above, be used, being placed on the accepted proposal and signed by autograph.

In all instances where informal written contracts are involved the documents evidencing such contracts must accompany the first voucher, issued in payment thereof, and if subsequent vouchers are issued, specific reference must be made thereon to the voucher with which the signed documents were filed, in order that the original documents may be readily located.

When oral informal contracts are made the competitive prices obtained should accompany the vouchers, or if not obtained adequate reasons therefor must be stated.

Where other than the lowest bids are accepted adequate reasons for such action must always accompany the vouchers concerned.

Respectfully,

M. M. O'Reilly

F:f

Acting Director of the Mint.

April 1, 1925.

Superintendent, U. S. Mint, Philadelphia,
Superintendent, U. S. Mint, Denver,
Superintendent, U. S. Mint, San Francisco,
Superintendent, U. S. Assay Office, New York,
Assayer in Charge, U. S. Mint, Carson City,
Assayer in Charge, U. S. Mint, New Orleans,
Assayer in Charge, U. S. Assay Office, Boise,
Assayer in Charge, U. S. Assay Office, Helena,
Assayer in Charge, U. S. Assay Office, Deadwood,
Assayer in Charge, U. S. Assay Office, Salt Lake City,
Assayer in Charge, U. S. Assay Office, Seattle.

Sir:

From time to time questions reach the Bureau with regard to the practical application of paragraph 5 on page 19 of the Regulations for the Transaction of Business at the Mints and Assay Offices of the United States, which reads as follows:

> "When extraordinary purchases are contemplated, such as additions of consequence to furniture, machinery, and appliances, other equipment, etc., the necessity for incurring the proposed expenses shall be fully set forth, and the authority of the Director of the Mint shall be obtained in advance."

The purpose back of this paragraph is that the Director of the Mint may be in position to carry out the policy of the administration, as determined by the President and the Secretary of the Treasury, with regard to mint service operations. Decisions must primarily be based upon the administration's policy as to economy, contraction, expansion, etc., and will be affected by probable or estimated long-time requirements.

The regulation has to do with equipment for replacement as well as that for original installation. What are generally known as small tools - mostly hand tools - are excluded from the provisions of this paragraph, but included therein are other items of equipment, from typewriters, mimeographs, power coin counters, etc., to the largest machines and apparatus, including items to be manufactured by you as well as those to be purchased; also included are items of furniture, such as desks, chairs, and filing cases, and all carpets and rugs; also the installation of additional melting furnaces; but the rebuilding of melting furnaces is excluded.

The Regulations, generally, contemplate dependence by the Director upon field officers for the purchase of ordinary necessary operating supplies, his subsequent approval thereof being given before submission of the purchase vouchers, with the accounts, to the General Accounting Office for final audit; but it will readily be recognized that the Director's prior decision on matters of equipment is essential if administration policy is to be made effective. The Director's prior authority for purchase of supplies in large quantity, such as alloy copper, etc., should also be obtained.

This letter should not be understood as changing previous instructions and practice concerning purchases, but only as a clarification of the Regulations long in effect.

Respectfully,

M. M. O Reilly

Acting Director of the Mint.

F:f

March 27, 1925.

Director of the Mint,
Washington,
D. C.

Sir:

I have to request from the Mint at Philadelphia for the use of our Assay Department:

Fifty (50) ounces proof gold.

Respectfully,

Frank E. Shepard,
Superintendent.

Bureau of the Mint,
April 1, 1925.

Respectfully referred to the Superintendent, U.S. Mint, Philadelphia, for appropriate action.

M. M. O'Reilly

Acting Director of the Mint.

4/1

San Francisco.

10 obverse } D.E.
20 reverse } dies

5 obverse 5 centavo Salvador dies
6 sets D.E. segment collars

Mint Bureau, April 2, 1925.

Respectfully referred to the Superintendent, U.S. Mint, Philadelphia, for appropriate action.

M. M. O'Reilly
Acting Director of the Mint.

April 2, 1925.

Superintendent, United States Mint,

Philadelphia, Pa.

Sir:

Please forward to the Bureau one silver shell of Secretary Mellon, portrait side only, fitted with pins for mounting, and forward the bill for the same to me.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

April 2, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

I am enclosing two sample bags received from the Treasurer's office today. They would like to be advised as to the cost of manufacturing approximately 5000 bags of the size of the large one, that is the No. 1 bag, of material of as light a weight, or lighter weight, as the smaller bag enclosed. The Treasurer desires them merely to pass coins over the counter to be taken to the banks, and the light weight material, even lighter than the small sample, would be satisfactory.

Please return the bags with your reply.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

April 6, 1925.

Superintendent, United States Mint,

Philadelphia, Pa.

Sir:

I am enclosing lead strikes of the Lexington-Concord coin which I return to your Mint for destruction.

Respectfully,

R. J. Grant
Director of the Mint.

April 6, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Herewith find copy and one set of proof of the proceedings of the last Annual Assay Commission with request that it be proof-read and all papers returned to this office at an early date.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

OK

April 6, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925:

Salaries - - - - - - - - - -	$ 6,000.00
Wages of Workmen - - - - -	50,000.00
Contingent Expenses- - - -	15,000.00
Total - -	$71,000.00

Respectfully,

R. J. Grant
Director of the Mint.

April 7, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

I am returning herewith your letters of April 6 covering the resignations of John J. Osborne, Jr., temporary helper, and Samuel J. Johnston, Melter, and have to request that you add to the letter of transmittal whether or not the resignations are with or without delinquency.

The Secretary's office has requested that we furnish this information in cases of resignations, and the Bureau will greatly appreciate it if you will help us in the matter.

Respectfully,

R. J. Grant,
Director of the Mint.

April 8, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill of the American Railway Express Co., amount $0.48, covering express charges on 1 box, one plaster cast of Under Secretary Winston, Philadelphia, Pa. to Washington, D. C., January 29, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

e

April 8, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

I have before me the letter of Mr. T. K. Rose, Assayer of the Royal Mint, London, with your endorsement attached, requesting permission to exchange with the Assayer of the Royal Mint one ounce of proof gold, or its equivalent. This authority is granted, it being understood that the gold from the Mint in London will be in your possession before the exchange is made.

Respectfully,

R J Grant

R. J. Grant
Director of the Mint.

MR

April 10, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Will you please forward to the Bureau one medal in bronze of Secretary Mellon. I am enclosing $1.00.

Respectfully,

Director of the Mint.

April 10, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of April 9 you are authorized to purchase 100,000 pounds of best grade electrolytic copper, cast in ingots, 10% of which are to weigh about 12 pounds each and the balance about 20 pounds each, from the Metals Sales Corporation, at $0.1380 per pound, it being understood that this is the lowest of four bids received.

Respectfully,

R. J. Grant
Director of the Mint.

April 10, 1925.

All Mint Service Institutions:

Sir:

The Act of February 28, 1925, making modifications in postage rates, will effect a change in your present practice in regard to charges on shipments. Effective April 15, 1925, you will be required to pay a service charge of two cents for each parcel of fourth-class matter. This is the only change or modification in charges now being paid by you for parcel post shipments of coin or bullion.

Respectfully,

R. J. Grant
Director of the Mint.

April 11, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Replying to your letter of April 10 relative to the application for refund of John G. McCormick, please be advised that the records disclose Mr. McCormick is carried on a furlough status and payment of deductions cannot be made until he is separated from the service.

The Pension office requests that a new application be submitted by Mr. McCormick as the application now on file in that office is on a form since discontinued. I am enclosing copy of form now in use. If you will cause this form to be filled out by Mr. McCormick, indicating that he has been absolutely separated from the service, by resignation or discontinuance without prejudice, and accompany the same by a letter to that effect for the purpose of clearing the records, payment will be made to Mr. McCormick upon receipt of the form in the Pension Office.

Respectfully,

R. J. Grant
Director of the Mint.

April 13, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of April 11, you are authorized to purchase the following supplies from Geo. D. Feidt & Co., at a cost of $144.50, it being understood that theirs is the lowest of three bids received:

50	lbs.	Sodium carbonate, dry, c.p.
60	"	Aqua ammonia, c.p.
500	"	Cream of tarta #3.

Respectfully,

R. J. Grant
Director of the Mint.

April 13, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

The Bureau is in receipt of a request from the Denver Mint for a supply of form 697, Orders for Silver and Minor Coins, copy inclosed. None of these forms have been printed since 1920 when 500 were supplied for your institution. Will you please advise the Bureau whether a sufficient number of these forms are used to warrant their printing, or whether a typed letter in each instance where the information is called for, be more satisfactory.

If you should recommend continuation of the form will you please indicate any needed amendments; also please advise whether the form should not include gold as well as silver and minor coins.

Resspectfully,

R. J. Grant,
Director of the Mint.

F:f

April 14, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill of The Pennsylvania Railroad Co., amount $2.57, covering freight charges on 2 boxes, stationery (miscellaneous office supplies), Washington, D. C. to Philadelphia, Pa., March 12, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e

April 14, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Will you please forward to the Bureau one Coolidge medal in bronze, with case, together with bill for the same.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

April 15, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Please refer to your report on Form 61, classified receipts of gold and silver during the quarter ending March 31st. It is noted that on sheet 61A receipts of silver deposited in trust by other governments under the head of domestic bullion refined, the quantity of silver is given as 150,784.58 ounces, while on sheet 61B the total received from private refineries on account of deposits in trust by other governments is 150,737.51 ounces, the difference being 47.07 ounces. Will you kindly explain the difference?

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

April 16, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Please forward to the United States Mint at San Francisco, fifty ounces of proof gold, twenty obverse and ten reverse one cent dies, twenty obverse and ten reverse nickel dies, and six five-cent nickel collars for large ring.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

April 16, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of April 15 you are authorized to purchase 40,000 pounds of cathode copper, for use in alloy, from the American Smelting and Refining Company, at $0.1370 per pound, it being understood that this is the lowest of four bids received.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

April 17, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of April 16 you are authorized to purchase from the Rumsey Electric Company certain electrical goods, brasscolites, wire, etc., at a total cost of $116.06, it being understood that this is the lowest of three bids received.

Respectfully,

Acting Director of the Mint.

April 18, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of April 17, you are authorized to accept the bid of the Balbach Metals Corporation covering the treatment of sweeps. It is understood, of the three bids received, the Balbach Metals Corporation offers the terms most advantageous to the Government. The bids are returned herewith.

Respectfully.

R. J. Grant
Director of the Mint.

April 18, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill of The Pennsylvania Railroad Company, amount $6.29, covering freight charges on 1 automatic weighing machine, motor and parts for same, Washington, D. C. to Philadelphia, Pa., March 13, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

s

April 18, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Kindly be advised that the following amount, representing reimbursement from the Special Fund-Charges on Silver Dollar Bullion Sold, on account of extra expense incident to recoining standard silver dollars during the month of March, 1925, has been deposited to the credit of the appropriation indicated:

$7,200.74 - Wages of Workmen, Mint at
Philadelphia, 1925. C. D. #38501,
dated April 16, 1925.

This amount is deposited without personal credit to you and should not be taken into your account current.

Respectfully,

R. J. Grant
Director of the Mint.

April 18, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of April 17, and confirming verbal authority, you are authorized to purchase from the Scovill Manufacturing Company 100,000 pounds of nickel blanks at 50 cents per pound, f.o.b. Mint.

Respectfully,

R. J. Grant
Director of the Mint.

April 21, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of April 20 you are authorized to purchase from Cope & Bevan 2,000 feet of 1 x 12" white pine lumber, "1st common", at $80.00 per thousand feet, it being understood that this is the lowest of three bids received.

Respectfully,

R. J. Grant
Director of the Mint.

OR

April 22, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Statement of unliquidated encumbrances, by quarters, against your 1924 contingent appropriation, as requested in Bureau letter of March 21, 1925, has not as yet been received. Please forward same at the earliest practicable date. At the same time kindly advise which fiscal year 1924 quarters' encumbrances were affected by March payment of $123.36 together with adjustments reported on Schedule of Paid Vouchers account cancellation of certain orders. By applying the reported March payment and adjustments against encumbrances for quarters to which they apparently pertain the results indicate excess payment of 1¢ over reported 3d quarter encumbrances, small unliquidated balance of 4th quarter encumbrances, and unliquidated 2d quarter encumbrances of approximately $100.00.

Respectfully,

R. J. Grant
Director of the Mint.

April 23, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill of the American Railway Express Company, amount $2.35, covering express charges on 1 box, porcelain ware, Rochester, N. Y. to Philadelphia, Pa., February 3, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

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April 23, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of April 22 you are authorized to purchase from Nathan Trotter & Company, 8,000 pounds of "Straits" tin, for use in the minor coinage, at 54 cents per pound. It is understood that three bids were asked on this material, but that Nathan Trotter & Company was the only firm in position to bid at this time.

Respectfully,

R. J. Grant
Director of the Mint.

COPY

Treasury Department
Washington

April 23, 1925.

CONFIDENTIAL

The Homorable,
The Director of the Mint.

Sir:

For your information and guidance I am transmitting herewith copy of my confidential letter of today's date to the Treasurer of the United States with respect to the shipment referred to therein by parcel post, registered and insured, of $6,250,000 face amount uncirculated double eagles from the Mint at Philadelphia to the Federal Reserve Bank of New York, the transportation and insurance costs to be collected from the Federal Reserve Bank of New York. It is essential that this shipment be ready to go forward promptly on Monday, April 27, 1925, and you are accordingly requested to give such instructions in the matter as may be necessary.

By direction of the Secretary.

Respectfully.

(signed) C. S. Dewey
Assistant Secretary of the Treasury.

Mint Bureau, April 23, 1925.

1 enclosure.

Respectfully referred to the Superintendent, U.S. Mint, Philadelphia, for his information.

Director of the Mint.

April 23, 1925.

Confidential

The Honorable,
The Treasurer of the United States.

Sir:

Please instruct the Superintendent of the Mint at Philadelphia to make shipment of $6,250,000 face amount of uncirculated double eagles to the Federal Reserve Bank of New York by parcel post registered and insured in one lot by special car on Monday, April 27, 1925, unless otherwise instructed by this office. This shipment should be made all in accordance with the procedure specified in the Treasury's letter to you of March 3, 1925, with respect to similar shipments, bearing in mind the increased postage costs effective from and after April 15, 1925. The Post Office Department has advised this office that it will be prepared to receive the coin for shipment on the date above specified.

By direction of the Secretary,

Respectfully,

(signed) C. S. Dewey
Assistant Secretary of the Treasury.

April 24, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

I have your letter of April 24 in which you request authority to purchase from the Midvale Company 2,000 pounds of "Midvale IX, Extra Annealed" Tool Steel, 1-7/8" round. Your statement that you have used this brand of steel for some time and it has proved most satisfactory, and that you do not care at the present time to experiment on coinage dies and have therefore asked for no other bids, has been noted. This reason will not be sufficient to satisfy the General Accounting Office. Please request bids from two other dealers, and if you obtain but one bid you have at least satisfied the regulations by requesting three.

Respectfully,

R. J. Grant
Director of the Mint.

April 27, 1925.

Superintendent, U.S. Mint,
    Philadelphia, Pa.

Sir:

May I suggest that in sending out vouchers to cover purchases, an indication be placed on the same that they shall be returned to your office for payment. Frequently these vouchers come to Washington, and it is the opinion of the Bureau that the mistake is rather a natural one for outsiders to make since the legend in the upper lefthand corner of the voucher reads "Treasury Department, U.S. Mint Service." It is evidently the understanding of dealers not making frequent sales to your mint that the vouchers should be sent here for payment. This occasional confusion is of no particular trouble to the Bureau but it might delay settlement of an account, and it of course makes unnecessary mailing.

Respectfully,

R. J. Grant
Director of the Mint.

OP

April 28, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Confirming telephone communication, the Bureau has withdrawn from the Secretar's Office the request for the promotion of Edward J. Lacey from the position of Guard (Special) to the position of Assistant Captain of the Watch, it being understood that Mr. Lacey does not desire the transfer.

Respectfully,

M. M. O'Reilly

~~R. J. Grant~~
Acting Director of the Mint.

April 29, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of April 28, you are authorized to purchase approximately 5,000 yards of 54", S/105 Drill, from A. Berkman, at 40¢ a yard, it being understood that this is the lower of two bids received.

Respectfully,

Mary M. O'Reilly

Acting Director of the Mint.

April 30, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Please forward to the Mint at San Francisco, 20 pairs of double eagle dies, and 6 sets of double eagle segment collars.

The Superintendent has also requested that you kindly hasten shipment of double eagle segment collars ordered April 1.

Respectfully.

M. M. O'Reilly

Acting Director of the Mint.

May 1, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Your coinage report for April carries 800,000 pieces in 12½ centimo nickel coins for Venezuela, while the Cashiers Daily statements report the following:

	Pieces
April 10 . . .	86,000
14 . . .	249,000
21 . . .	216,000
23 . . .	135,000
Total . . .	686,000

Will you please inform this office of the date on which the remaining 114,000 pieces were delivered?

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

H:f
F

May 4, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Replying to your letter of May 2 relative to leave to be granted to the sewing women who are to be given probational appointments, I would suggest that they be given leave as provided for regular employees.

It is understood that the sewing women will have attained a status of probational appointees before the annual settlement.

Respectfully,

R. J. Grant
Director of the Mint.

May 5, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925:

Salaries - - - - - - - - - -	$ 5,500.00
Wages of Workmen - - - -	50,000.00
Contingent Expenses- - -	10,000.00
Total - -	$65,500.00

Respectfully,

R. J. Grant
Director of the Mint. OR

e

C O P Y.

Legacion De Guatemala
Washington.

1521 New Hampshire Ave.,
Washington, D.C.
May 4, 1925.

Dear Sir:

I beg to inform you that I have received final instructions from my Government referring to the number of coins of each kind which it would like to have coined at the Mint in Philadelphia. They want:-

10,000	pieces of One Quetzal	equal to	10,000	Quetzales
400,000	" " a half a Quetzal	" "	200,000	"
1,600,000	" " a quarter of a Quatzal	" "	290,000	"
		Total	500,000	Quetzales.

If possible I would like the first shipment of 100,000 Quetzales to be composed of:

10,000 Quetzales
100,000 half Quetzales, and
160,000 quarter Quetzales.

I am leaving for New York to make final arrangements for the Equitable to buy the silver and have it shipped to the Mint in Philadelphia, and as agreed to during our conversation on the telephone this morning, the shipments will be made as the Mint goes requiring them. I will also see about the copper.

With very best regards,
I am sincerely yours,

(signed) Francisco Sanches Latour

Minister of Guatemala

The Director of the Mint,
Etc., etc., etc.
Washington, D.C.

Mint Bureau, May 5, 1925.

Respectfully referred to the Superintendent, U.S. Mint, Philadelphia, for his information.

Director of the Mint.

May 7, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

I am enclosing herewith approval of the transfers of Ralph Roland from the position of skilled workman to Assistant Superintendent of the Coining Department, and that of Minos R. Boyce from the position of Clerk to Assistant Superintendent of the Melting and Refining Department.

You will observe that the approval of the Secretary was attached on April 6, but the Civil Service Commission's letter is dated May 4. The letters reached this office this morning.

Respectfully,

R. J. Grant
Director of the Mint.

May 7, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Will you please forward to the Bureau one bronze medal of President Coolidge, without case, together with bill for the same.

Respectfully,

R. J. Grant
Director of the Mint.

JR

May 7, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

The Internal Revenue Bureau would like to have you estimate on the cost of making 2,000 badges like the enclosed, 1,500 to have the legend at the bottom "Prohibition Agent," and 500 of them to have the legend "Narcotic Agent" in place of the legend ""Federal Agent".

The Internal Revenue Service would like also to be advised if these badges could be made lighter weight with a thinner pin. They would, as you know, have to be numbered consecutively.

Please be prepared when you call the Bureau on the telephone tomorrow to give me this information, if possible.

Respectfully,

R. J. Grant

R. J. Grant
Director of the Mint.

OA

May 9, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Kindly be advised that the following amount, representing reimbursement from the Special Fund-Charges on Silver Dollar Bullion Sold, on account of extra expense incident to recoining standard silver dollars during the month of April, 1925, has been deposited to the credit of the appropriation indicated:

$8,007.89 - Wages of Workmen, Mint
at Philadelphia, 1925. C. D. #39624,
dated May 6, 1925.

This amount is deposited without personal credit to you and should not be taken into your account current.

Respectfully,

R. J. Grant
Director of the Mint.

United States Employees Compensation Commission
The Interior Building,
Washington

May 7, 1925.

Mr. William J. Moore,
2521 E. Lehigh Avenue,
Philadelphia, Pa.

Dear Sir:

The Commission has very carefully considered the reports submitted regarding the disability which you allege to be the result of an injury sustained on February 24, 1925, while in performance of duty as an elevator operator at the Mint of the United States in Philadelphia.

From the medical evidence it is clear that your condition is not due to the injury alleged. It is regretted, therefore, that under the provisions of the law, compensation and medical treatment must be denied you as a beneficiary of this Commission.

Very truly yours,

Mrs. Bessie P. Brueggeman
Chairman.

Respectfully referred to the Superintendent, U.S. Mint, Philadelphia, for his information.

Director of the Mint.

May 9, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

I am forwarding to you today by registered mail 204.25 ounces standard gold scrap, value $3,800, and 57.503 ounces standard silver scrap, of which 37.812 ounces, value $44.00, belongs to the Standard Silver Dollar account, and 19.691 ounces, value $24.50, to the subsidiary account.

The following accounts should be credited to San Francisco, Denver and Philadelphia respectively, being the value of metal resulting from special assay coins forwarded to the Bureau up to and including March 31, 1925.

San Francisco	Gold Coin	$1520.00
Denver	Gold Coin	1400.00
Philadelphia	Gold Coin	880.00
	S.S.D. coinage metal	44.00
	Subsidiary coinage metal	24.50

Please proceed to make these entries without formal transfer, and notify San Francisco and Denver when they have been made.

Respectfully,

R. J. Grant

R. J. Grant
Director of the Mint.

May 12, 1925.

Superintendent, United States Mint,

Philadelphia, Pa.

Sir:

Will you please forward to the Bureau, with your bill for the same, one Roosevelt medal in bronze.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

May 16, 1925.

Director, Bureau of Engraving and Printing,
Washington, D.C.

Sir:

Receipt is acknowledged of your letter of May 15 requesting that one hub and two seals for the Library of Congress be made at the United States Mint in Philadelphia.

The Superintendent of the Mint at Philadelphia has been instructed to proceed with this work upon receipt from you of the dies and three pieces of blank steel required for making the same. In order that the work may be expedited will you please forward these materials direct to the Superintendent, United States Mint, Philadelphia.

Respectfully,

R J Grant

R. J. Grant
Director of the Mint.

May 16, 1925.

Copy to the Superintendent, United States Mint, for his information. It is understood that the charge for this work is to be paid from the appropriation: "Materials and Miscellaneous Expenses, Bureau of Engraving and Printing, 1925."

R J Grant

Director of the Mint.

GR

May 18, 1925.

Superintendent, United States Mint,

Philadelphia, Pa.

Sir:

Will you kindly furnish the Bureau with the names of three dealers to whom proposals may be submitted to furnish the laboratory of this office with silcar muffles.

Respectfully,

R. J. Grant
Director of the Mint.

CR

May 18, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

The Secretary of the Treasury has advised this office to instruct you to make delivery of the Stone Mountain coins as they are called for, and this letter will be authority for you to honor the request of the Federal Reserve Bank of Philadelphia for future deliveries of these coins.

Respectfully,

R. J. Grant
Director of the Mint.

May 20, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of May 19, you are authorized to purchase 10,000 pounds of slab zinc for use in minor coinage, from the U.S. Smelting Works, at a clst of 9½¢ a pound, it being understood that this is the lower of two bids received.

Respectfully,

R. J. Grant
Director of the Mint.

May 20, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

I am returning herewith your bill of lading No. 497465, covering one plaque of President Coolidge shipped by you to this office. The express charges were paid by the Bureau upon receipt of the box.

Respectfully,

R. J. Grant
Director of the Mint.

May 21, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendations contained in your letter of May 20, you are authorized to make the following purchases:

2000 pounds of clean, near white, rags, from Hagy Brothers, Inc., at 9-5/8¢ per pound, it being understood that this is the lowest of three bids received.

500 pounds of Cream of Tarta #3, from George D. Feidt & Co., at 24-1/4¢ per pound, it being understood that this is the lowest of three bids received.

Respectfully,

R. J. Grant
Director of the Mint.

May 21, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

The Bureau is not yet in receipt of your statement of assets and liabilities on form #232 as of April 30, 1925. These statements are needed as early as they can be obtained; the other offices forward their statements much earlier in the month than does the Philadelphia Mint. Will you kindly take steps to insure that future assets and liabilities statements are rendered soon after the close of each month?

Respectfully,

R. J. Grant,
Director of the Mint

F:f

May 21, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Enclosed is a voucher covering coins delivered by Henry Chapman to the National Museum, amounting to $154.40, which is a proper charge against the contingent fund. The voucher has been signed by the Curator of the National Museum who is custodian of the collection, which indicates that the coins have been duly delivered to the National Museum.

Respectfully,

R. J. Grant
Director of the Mint.

May 22, 1925.

ALL MINT SERVICE INSTITUTIONS:

Sir:

Under separate cover is being forwarded a supply of the new table of charges on bullion deposits, to become effective July 1, 1925.

The copy herewith has check marks opposite the paragraphs which have been changed as compared with the charges now effective.

Please note that no changes have been made in paragraph 4, parting and refining charges, although the amendment effective January 1, 1923 to the table of charges effective July 1, 1919, has been incorporated in this new table of charges. The amendment in question changed the initial charge of Class A, under the head "Gold Content", from ½¢ to 1¢.

Upon receipt of the copies of the table of charges I would suggest that you forward a copy of the same to your regular customers, inviting attention to the changes. This should be done as early as possible in June in order that your regular customers may be advised of the changes before making shipments to you.

Respectfully,

R. J. Grant
Director of the Mint.

May 22, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of May 21 you are authorized to purchase die steel from the Midvale Company at 21¢ per pound.

Your recommendation that the higher priced steel obtained from the Midvale Company at 21¢ per pound be purchased is approved for the reason that actual tests have proved that the dies made from this grade of steel will produce a much larger number of coins, and, in this way effect a substantial economy to the Government over the use of the lower grade cheaper steel.

Respectfully,

R. J. Grant
Director of the Mint.

May 25, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

It is requested that the balance of $222.62 now standing to your credit from the appropriation "Freight on Bullion and Coin, Mints and Assay Offices, 1925" be immediately deposited in the Treasury, for use by the smaller institutions.

Respectfully,

R. J. Grant
Director of the Mint.

e

May 25, 1925.

Superintendent, United States Mint,

Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of May 23 you are authorized to purchase from the American Gas Furnace Company two semi-steel Retorts for the #17 gas furnace, at $160.00 each, less 2%, 10 days. It is understood that this is the lower of two bids received.

Respectfully,

R. J. Grant
Director of the Mint.

May 28, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

The following is brought to attention in connection with your accounts for the quarter ended March 31, 1925:

Reference is made to deposit #4308, Ostley & Barton Co., 1,804.80 ounces white gold. It is noted that the extra white gold melting charge imposed on this deposit was $1.60 while computation in this office gives $2.60 as the correct extra charge. The under-charge of $1.00 should be collected and deposited in the Treasury.

Regarding Foreign Metals Statement, Form 1026, Government of Poland. Notation appearing in left margin of above statement reads: "3,000,000 2-Zlote pieces coined, on hand, awaiting examination and recoinage of such as necessary." Should not the amount of pieces stated here read 3,164,300, since 3,100,000 2-Zlote pieces were on hand last quarter and 64,300 manufactured during the quarter covered by this statement. In this connection, it is requested that in future, executed foreign coin undelivered to the foreign government be stated as a part of the balance on hand (as a separate item) and so carried until delivered, instead of being taken out of the account as soon as coined.

Voucher #291, F. A. Mitchell, $19.90. Proposal attached indicates that a discount of 2%, for payment in 10 days, was offered. Explanation is requested as to why discount was not taken.

Voucher #344, Freas Styer, Supt., Mint, U.S., $206.79, is returned for Storekeeper's certification and Superintendent's approval. It is also suggested that vouchers of this kind be made in favor of the Bullion Fund-by the Superintendent of the Mint, as noted in pencil.

Voucher #311, Keystone Telephone Company, and numbers 325, 326, 327, 328 and 329, in favor of The Bell Telephone Co. of Penna., covering telephone service, are returned for more detailed information.

Voucher of the Keystone Telephone Co. should show the monthly rate, also the equipment furnished and charge for same. The items included in the $28.00 local service charge on vouchers of The Bell Telephone Co. should be shown in detail. These instructions are in accordance with a recent request of the Comptroller General.

Voucher #483, The Garlock Packing Co., $16.66, together with proposals attached thereto, is returned for insertion of explanation, either on voucher or on the bids, as to why the bid of The Garlock Packing Co. was accepted, it being the highest submitted.

It is requested that, in future, where the schedule of Bronze List-Medals does not show prices in print they be inserted to permit ready verification of charges. Please advise the Bureau the price of the Carter Glass medal.

Part of voucher #52, American Railway Express Co., $62.11, supporting expenditure from the Special Deposit Account, is enclosed for certification of the Superintendent and return. These vouchers should all include thereon affirmative approval of the Superintendent. Such approval may be inserted on future vouchers immediately following the printed certificate, e.g. - "Approved for $______." This approval has been demanded in some instances but the vouchers pertaining to the January-March quarter will be forwarded to the accounting office without it.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e/AC.
e.

May 28, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the redommendation contained in your letter of May 27 you are authorized to accept the bid of Whitehead Metal Products Company of New York, Inc., to install acid-resisting drain pipes leading from the assay laboratory, at a cost of $185.00, it being understood that this is the lowest of three bids received.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

COPY

Norse-American Centennial Headquarters
New Nicollet Hotel, Minneapolis, Minn.

May 26, 1925.

Mr. R. J. Grant,
Director of the Mint,
Washington, D.C.

Dear Sir:

This will confirm our telegram today stating that the Fourth Street National Bank of Philadelphia has authority in our behalf to accept the offer of the Mint at Philadelphia to furnish Norse-American Centennial medals at 50¢ instead of 30¢ each. We regret the necessity for asking this change but felt it inadvisable to distribute the medals shipped us which were thinner and consequently of much lighter weight than we had understood they would be and which were also not of the same weight as proof pieces received a few days earlier.

Respectfully yours,

(signed) T. Oas
Treasurer

TO:LS

Mint Bureau, May 28, 1925.

Respectfully referred to the Superintendent, United States Mint, Philadelphia, for his information.

M. M. O'Reilly

Acting Director of the Mint.

June 3, 1925.

All Mint Service Institutions:

There are enclosed copies of a mimeographed statement covering charges imposed for assaying, effective July 1, 1925.

It is suggested that this statement will save letter-writing and serve to answer inquiries regarding assay charges.

Respectfully,

R. J. Grant
Director of the Mint.

June 3, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of June 2 you are authorized to purchase from the United Lead Company, five sheets of chemical sheet lead, 12 pounds to the square foot, at a cost of approximately $111.86, it being understood that this is the lowest of three bids received.

Respectfully,

R. J. Grant
Director of the Mint.

wR

June 4, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

With reference to your letter of yesterday concerning your accounts for the January-March quarter, I am returning herewith the six telephone vouchers with request that explanation of the fixed monthly charge be noted on each voucher as requested in Bureau letter of May 28th. Please note in this connection that the explanation given in your letter did not cover the Bell System charge of $29.50 per month on July and August vouchers.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

June 4, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925:

Salaries - - - - - - - - - -	$5,000
Wages of Workmen - - - - -	31,500
Contingent Expenses - - -	10,000
Total - - - - - - -	46,500

Please note that $31,500 instead of $32,600 is being advanced under the wages appropriation. Some of the recent repayments to the appropriation have not yet reached the books of the Treasury Department, necessitating this reduction. Requisition can be made for additional amounts under this appropriation at a later date.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

June 8, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Your new bond will be approved as of July 1, 1925, date of opening of the new quarter, thus avoiding the necessity of rendering accounts for fractional quarters. Please return the inclosed bond at the earliest practical date in order that there may be time for necessary routine here.

Please note that accounts under separate bonds of the same officer must be kept as completely separate as accounts under two different accountable officers. This rule holds good for all items involved, including surpluses, wastages, etc. Any appropriation balances standing to your credit in checking accounts should be covered into the Treasury as unexpended balances. All bullion and cash assets should be shown on accounts current as being transferred to the new bond and when accounts are rendered under the new bond these amounts should be taken up as having been transferred from the old bond.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

June 9, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

It is believed that a simpler method than the one now in use, of recording and reporting liquidation of appropriation encumbrances, would give satisfactory results; your opinion of the following is therefore requested. The practice should be uniform for all offices and if a majority favor this plan it will be put into effect on the 1926 appropriations.

In lieu of recording the "add" and "deduct" differences between encumbrances and payments, on the register of vouchers and the appropriation ledger, change the heading of the "adjustments" columns to "encumbrances liquidated" and write in that column, at the time a voucher liquidates an encumbrance, the total amount encumbered thereon. The unencumbered balance would then be the difference between the "encumbrances" column total and the "encumbrances liquidated" column total. The "add" and "deduct" adjustments could be left off the schedules of payrolls and vouchers rendered this office.

The monthly reports to this office, of encumbrances set up and encumbrances liquidated, will be continued. Your early recommendation on this proposal is requested.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

June 9, 1925.

Superintendent, U. S. Mint,
Philadelphia, Pa.

Sir:

I am enclosing a sample cap used by the customs service in sealing packages. A special auditor of the Treasury proposes to use this device in sealing coin bags. It is desired to have the legend read "Auditor's Seal
$5,000 gold.
1925."

A second legend is to read "Auditor's Seal
$1,000 Silver
1925."

Two dies are desired. It is further asked if the dies could be prepared so that the date might be changed at the expiration of each year without having a new die made. In other words could the die be made so as to have removable figures for the date for a period of ten years. It has further been suggested that the dies be made on the principle of a dry press, with long arm, and the whole instrument to be made so that it may be attached to a table or permanent rigid base.

The intention is to have the legend attached to the tin caps as they are used. Can you make anything out of this description, and will it be possible to give the Bureau a figure on the cost of making the die.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

Registd

June 9, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

The Bureau has received this day from the Minister of Guatemala approval of the sample 1 Quetzal piece. As indicated in the letter of the Minister one piece has been retained by him and the second piece I am inclosing.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

O:f

June 10, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

The Bureau is not yet in receipt of your explanation of suspension by the Comptroller General in your accounts for the quarter October-December, 1924, of $16.06 against Albert C. Keyser.

Respectfully,

M. M. O'Reilly

F:f

Acting Director of the Mint.

June 10, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

I am inclosing a voucher of Guttag Brothers covering coins recently purchased through you for the coin collection now lent the National Museum. Please put this account in line for payment from your contingent appropriation.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

Enc.
O:f

Appt Rumm
Asking for
J. L. McGuffey
recd

Acting

Bureau of the Mint,

June 10, 1925.

Respectfully referred to the Superintendent, U. S. Mint, Philadelphia, for report and return.

M. M. O'Reilly

ActingDirector of the Mint.

June 11, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

I am inclosing a second part of the seal sent to you yesterday which may make it more possible for you to suggest a contrivance for the legend asked for in my letter of yesterday. The Department understands any instrument of this kind will be somewhat costly, but the Bureau will be glad if you will make the price close to the actual cost.

Respectfully,

Acting Director of the Mint.

O:f

June 11, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Reference is made to Bureau letter of June 9th concerning the matter of encumbrances against appropriations, in which statement was made that the unencumbered balance would be the difference between the "encumbrances" column total and the "encumbrances liquidated" column total. The difference thus obtained would be the amount of unliquidated encumbrances instead of the unencumbered balance. The unencumbered balance would be determined by deducting from the total amount of the appropriation the total of vouchers paid and the amount of unliquidated encumbrances as above determined.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

June 11, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

In accordance with directions of the Treasury Budget Officer, based on the apportionment Act of February 27, 1906, this office has apportioned the appropriations of your institution for the fiscal year 1926, by quarters, as follows:

	Salaries & Wages	Contingent
Amount appropriated	$600,000	$110,000
Less Deduction for retirement	14,641	
Amount available	585,359	110,000
1st Quarter Apportionment	147,000	31,000
2nd " "	147,000	26,000
3rd " "	146,000	26,000
4th " "	145,359	27,000

It is directed that no obligation be incurred against any appropriation during any quarter which would encroach upon apportionments of subsequent quarters or overobligate the appropriation total, without previous authority, requested and obtained through this office. Should conditions develop which would warrant an amendment to the apportionment, please make recommendation to this office with full explanation of the reasons therefor, in order that the Bureau may be in position to take the matter up with the Budget Officer.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

June 11, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

In compliance with the recommendation contained in your letter of June 10th you are authorized to accept the proposal of the American Boron Products Company to supply your institution with 1000 lbs. of phosphor copper at $130.00 less 2% - 10 days.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

O:f

June [illegible].

Director of the Mint,
Washington,
D. C.

Sir:

I have to request that the Mint at Philadelphia be authorized to forward us, at its convenience,

Three (3) pairs quarter eagle dies.
Two (2) collars for quarter eagles.

Respectfully,

[illegible],
Superintendent.

Bureau of the Mint,
June 11, 1926.
Respectfully referred to the Superintendent,
U. S. Mint, Philadelphia, for appropriate action.

M. M. O'Reilly,
Acting Director of the Mint.

June 12, 1925.

To All Institutions:

Your attention is invited to circular letter of the Assistant Secretary of the Treasury attached to Department Circular #358 relative to disposition of useless papers. Upon receipt of these documents will you please cause a survey to be made of the files of your institution and forward in duplicate a list of the papers, documents, etc., which in your estimation are covered by the provisions of the acts cited. This list should then be transmitted to the Bureau. It is not intended that you shall make a list of miscellaneous letters.

The Department is required to submit a consolidated list of such papers and documents to a committee of Congress for action. Upon authority from this committee the papers will be disposed of in one way or another. You will be instructed when the Bureau receives the decision of the committee.

As there is very little time left for this rather formidable undertaking at your office, I shall appreciate it if you will have survey made immediately and have the list forwarded to the Bureau as early as practicable.

Respectfully,

R. J. Grant,
Director of the Mint.

June 20, 1925.

Superintendent, U. S. Mint, Philadelphia
Assayer in Charge, U. S. Mint, New Orleans
Assayer in Charge, U. S. Mint, Carson City
Assayer in Charge, U. S. Assay Office, Boise
Assayer in Charge, U. S. Assay Office, Deadwood
Assayer in Charge, U. S. Assay Office, Helena
Assayer in Charge, U. S. Assay Office, Salt Lake City
Assayer in Charge, U. S. Assay Office, Seattle

Sirs:

Beginning July 1, 1925, you will take credit in your accounts, on the day of shipment, for the invoice value of all bullion shipped to another institution instead of carrying such bullion in your records as "transferred bullion" or "bullion in transit." This is for coordinating procedure by which the receiving offices will take into their accounts, immediately upon receipt of shipped bullion, the shipment values thereof, in order that the Treasurer's office may have prompt information of arrival or non-arrival of shipments of bullion. The receiving offices will take such bullion subject to assay, after which the usual reports will be made to this Bureau and to the shipping offices; if these reports carry values differing from the shipping offices' values adjustment entries, as at present, will be made.

As heretofore, shipments should be so timed that none will be enroute at the close of any calendar month.

The Postal authorities are also desirous that shipments should not arrive at destination on Saturday afternoon or Sunday, necessitating their retention in the Post Office until Monday.

Respectfully,

R. J. Grant
Director of the Mint

f

June 24, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

A majority of the mint field offices have reported favorably on the proposed modification of method of recording and reporting appropriation encumbrances suggested in Bureau letter of June 9, and such method will be put into effect for the 1926 appropriations.

Proof of accuracy of balance of unliquidated encumbrances, as shown by the ledger, can be had by taking off from the register of purchase orders the items which have not been liquidated, and adding to such total the total encumbrances liquidated for arriving at the total encumbrances set up.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

June 24, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925:

Wages of Workmen - - - - - - $4,000.

Respectfully,

M. M. O'Reilly

F:f

Acting Director of the Mint.

2—5736

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington,

June 24, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Authorized accept bid Nichol Copper Company one hundred thousand pounds alloy copper thirteen point ninety five cents.

O'Reilly
Acting Director

OFFICIAL BUSINESS.
GOVERNMENT RATES
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR "Contingent Expenses, Bureau of the Mint".
The appropriation from which payable must be stated on above line.
DEPARTMENTAL STOCK FORM 2133
2—5736

June 24, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

I am inclosing herewith check for $3.00. Will you please forward to the Bureau the following medals in bronze:

President Wilson, President Coolidge, and
Secretary Mellon.

Respectfully,

Acting Director of the Mint.

June 25, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

As soon as practicable after the first of July will you kindly forward the usual data covering your operations during the fiscal year which will end June 30, 1925, for use in preparation of the Director's Annual Report to the Secretary of the Treasury? Reference is made to the first 18 twenty pages of the 1924 Annual Report for needed data; where such data regularly reach the Bureau in routine reports, repetition will not be necessary.

Respectfully,

Acting Director of the Mint.

F:f

June 25, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Please be advised that under date of June 10, 1925, there has been placed to the credit of your current contingent appropriation by C. D. #41402, $8,696.57, on account of reimbursement for alloy copper used in standard silver dollars.

This amount was not placed to your personal credit and should therefore not appear on your account current.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

June 25, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

As a result of special consideration given certain C/d's, depositing funds to the credit of your appropriations for the current fiscal year, and requisition for advance to you of $4,000.00 under your 1925 wages appropriation, the Bureau is informed that warrant for placing the $4,000.00 to your checking credit has been drawn by the Division of Bookkeeping and Warrants. The time required for further routine may delay your receiving notice that this amount has been placed to your checking credit, but you are authorized to draw your check against such amount not earlier than Monday, as the placing of the amount to your credit is a matter of routine after issue of the warrant. There is little doubt that the checking credit will be established by the time your check against same reaches the Department, if the check is not drawn prior to Monday.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

June 26, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

This letter will confirm telephone communication and telegram of the 24th instant authorizing you to accept proposal of the Nichols Copper Company to supply 50,000 pounds each of ingot copper and cathod copper at the rate of $0.1395 per pound, this being the lowest of four bids received, payment for the copper to be made from your contingent fund, 1925.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

June 26, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

This letter will confirm verbal authority given you to purchase the following articles; payment to be made from your contingent appropriation, 1925.

From Streeter, Hackney & Co.		
25 doz. pairs buckskin gloves @ $11.50 per doz. prs.		
25 " " " mittens @ 11.50 " " "		
From Devilbiss Mfg. Co.		
1 Spray Gun, with necessary attachments (for use in lacquering medals)	$53.80	
From Vesuvius Crucible Co.		
100 Graphite Crucibles, #70 special	$9.40 each, net.	
From Ross-Tacony Crucible Co.		
100 Graphite Crucibles, #70 special	$9.50 each less 1%.	
From Jos. Dixon Crucible Co.		
100 Graphite Crucibles, #70 special	$9.50 each less 1%.	
From Wm. Ainsworth & Sons, Inc.		
1 Inverted Type Assay Balance	$310.00	

It is understood that the bid from Wm. Ainsworth & Sons, Inc. to supply one Inverted Type Assay Balance at $310.00 is not the lowest received but that the balance is best suited for the use of the mint and its purchase will serve the better interest of the Government.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

June 27, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Will you please cause to be forwarded to this Bureau in triplicate, a letter advising the Director of the Mint of the cost of coinage bags during the coming fiscal year. It is necessary to have this statement in the form of a formal letter in order that the same may be submitted to the Secretary's Office. I would also be obliged if you will forward to the Bureau another letter stating the cost of aprons, sleeves, and anode bags which you may be called upon to manufacture for other departments of the Government. This is required to the purpose of informing other mints and assay offices of our Service of the prices they must expect to pay for these articles during the coming fiscal year.

Respectfully,

R. J. Grant,
Director of the Mint.

June 29, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

In accordance with recommendation contained in your letter of June 27, you are authorized to accept proposal of the Waterbury Farrel Foundry & Machine Company to supply your mint with 2 double helical pinions to replace two broken ones on your 16" x 16" rolling mill, made by the above firm, at $335.

Payment to be made from your contingent appropriation, 1925.

Respectfully,

R. J. Grant,
Director of the Mint.

June 29, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

You are hereby authorized to accept proposal of Ensign Electric Calculating Machine Company, 105 South 11th Street, Philadelphia, Pa., to supply your mint with one Model 97 Ensign Electric Calculating Machine, with motor, at $450, less $75 to be allowed for an old machine to be turned in, making cost of this calculating machine, $375; payment to be made from your contingent expenses appropriation, 1925.

Respectfully,

R. J. Grant,
Director of the Mint.

June 29, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

This letter will confirm verbal authority given you to forward by freight on Government Bill of Lading to the U. S. Mint at New Orleans, six old iron molds which are of no further service to your institution, and which may be of use to the Mint at New Orleans. It is understood that the cost of transportation of these molds is to be paid by the New Orleans Mint.

Respectfully,

R. J. Grant

R. J. Grant,
Director of the Mint.

mR

June 30, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

The blank form of bond forwarded to Franklin B. Hamilton, August 15, 1923, has not yet been received by this office. Please have same executed and forwarded as early as practicable.

Respectfully,

R. J. Grant,
Director of the Mint.

July 2, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1926:

Salaries and Wages ~~1926~~ - -	$56,000
Contingent Expenses ~~1926~~ -	5,000
Contingent Expenses, 1925	13,000
Freight on Bullion ~~1926~~ - -	500
	74,500

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 3, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

The Bureau is in receipt of your letter of July 1st relative to the bond of Franklin B. Hamilton. The Secretary's office has been advised that you have indicated to the Bureau that you do not desire to have Mr. Hamilton bonded.

The blank form of bond sent to Mr. Hamilton in August, 1923, was a renewal of an existing bond. In this connection it is suggested that the matter of bonding employees other than disbursing officers is left to your discretion.

Respectfully,

R. J. Grant,
Director of the Mint.

JR

July 9, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

The Bureau is in receipt of your notification of C/D #80424 dated July 6, 1925, placing $29.20 to the credit of your 1925 wages appropriation. Since this amount was apparently received as a forfeiture from the Bell Coal Company on account of time lost in shut down incident to receipt of poor quality of coal from this concern, it is not understood why the account in question is deposited to the credit of the wages appropriation. Apparently it should be credited to miscellaneous receipts. Information is requested as to the reason for specifying credit to your wages appropriation.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 13, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

I am inclosing a check for $21.41 for which please send the following coins by registered mail to Honorable Henry Chilton, British Embassy, Manchester, Mass.:

One $20 gold piece
One 25¢ piece
One 10¢ piece
One 5¢ piece
One 1¢ piece

Respectfully,

R. J. Grant,
Director of the Mint.

Inc.

July 14, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

The Budget Bureau has called for the estimates of appropriation amounts required for the fiscal year 1927 and it is requested that you submit your estimates (one copy only) to this office not later than July 22nd.

The Secretary directs that all offices endeavor to the utmost to reduce the estimates of appropriations and expenditures to the lowest possible minimum consistent with requirements for efficiency.

As heretofore, data are required for three fiscal years: current, past, next.

The estimates for personal services should be submitted as per the enclosed sample form. The detailed figures in each column must be consistent with the corresponding column totals; that is, when the several average compensations (for the year) are multiplied by the several average numbers receiving such compensations and the resulting amounts are totaled, the expenditure total will be obtained. Employment for fractions of a year will be stated in twelfths; fractions less than one twenty-fourth will be dropped and one twenty-fourth or over will be increased to one twelfth.

The estimates and expenditures for objects other than personal services will be prepared for each of the three fiscal year 1925, 1926, and 1927, in accordance with the symbol classification prescribed by the Comptroller General in Bulletin No. 1, and supplemental Bureau instructions of February 2nd and 21st, 1924.

Careful attention should be given to the required details for each of the appropriations as otherwise delays, with further correspondence, may result.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

SAMPLE FORM FOR SALARIES AND WAGES

Positions	Estimated 1927 Expenditures (Averages)			Estimated 1926 Expenditures (Averages)			Expended and obligated 1925 (Averages)		
	No.	Rate	Amount	No.	Rate	Amount	No.	Rate	Amounts
Superintendent							1	$5,200	$5,200
Assayer							1	3,300	3,300
Engraver							5/12	4,000	1,666.67
Bookkeeper							1	2,800	2,800
Clerks							6	1,840	11,040
"							4	1,620	6,480
"							3	1,200	3,600
Capt. of Watch							7/12	1,440	840
Watchmen							5	1,260	6,300
"							2 8/12	1,080	2,880
Foremen		To be filled in			To be filled in.		1	8.14	2,547.82
"							3	7.60	7.136.40
"							6 6/12	6.00	12,207.00
Machinists							8	7.60	19,030.40
Melters							6	7.00	13,146.00
"							3	6.50	6.103.50
Temporary and overtime							8	--	12,000.00
Totals							118		175,815.41
Less reimbursable work									19,210.12
									156.605.29

Difference between 1927 and 1926 is due to-

Decrease in force ...5,815

Increase in salaries 815

Net decrease 5,000

July 14, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Please refer to your letter of July 10, 1925, concerning a deposit of $29.20 to the credit of your 1925 wages appropriation on account of collection from the "Bell Coal Company" incident to their furnishing poor quality coal. This collection is quite evidently a forfeiture which must be carried to the credit of miscellaneous receipts. Please carry it in your accounts and other records as such.

Respectfully,

R. J. Grant,
Director of the Mint.

F;f

July 15, 1925.

To All Institutions of the Mint Service:

It is requested that in future, beginning July 1, 1925, a carbon copy, unsigned, of each pay roll be furnished this office for the Bureau files in addition to the signed originals now being furnished for forwarding to the General Accounting Office. The carbon copy pay roll can be forwarded with the usual monthly vouchers.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

July 15, 1925.

To All Mint Service Institutions:

Please advise the Bureau of total amount deducted from pay rolls for retirement under each of the appropriations, salaries, and wages of workmen, for the fiscal year 1925.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

July 17, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

There appears a difference of 15,000 pieces coin struck for Poland, between the amounts reported on the Cashier's Daily Statement during June and the Coiner's Statement for that month.

Cashier's Statement show:

June 4 . . .	100,000	pieces, 2-Zlote
" 5 . . .	100,000	"
" 6 . . .	150,000	"
" 9 . . .	100,000	"
" 10 . . .	95,000	"
	545,000	"
Coiner's report	560,000	"
Difference . . .	15,000	"

Please indicate the date of the delivery of the 15,000 pieces referred to, to enable the Bureau to correct its records.

Respectfully,

Acting Director of the Mint.

H:f

July 17, 1925.

Superintendent, U. S. Mint, Philadelphia, Pa.
Superintendent, U. S. Mint, Denver, Colorado.
Superintendent, U. S. Mint, San Francisco, Calif.
Assayer in Charge, U. S. Assay Office, Seattle, Wash.

Sir:

Herewith please find two photostat copies of schedule of multipliers compiled by the New York Assay Office, which doubtless will be found convenient for use in quickly determining the alloy charge on gold bullion above standard fineness.

The given multipliers may be called Coefficients of Alloy Charges for the given finenesses since they represent the product of the reciprocal of the required fineness $\left(\frac{1.}{.900}\right)$, the excess over standard fineness (in the below example .099), and the price per ounce of alloy ($1\frac{1}{2}$¢);

$$\frac{1. \times \overset{.11}{.099} \times .015}{.900} = .00165$$, the coefficient for fineness .999.

Example

A deposit weighing 2,000 ounces, .999 fine, contains 1998 fine ounces. 1998 ÷ .900 = 2220 standard ounces producible. 2220 - 2000 = 220 ounces copper required, @ $1\frac{1}{2}$¢ = $3.30 to be charged for alloy. Or, coefficient .00165 x 2,000 = $3.30.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

July 18, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

For the purpose of answering an inquiry will you kindly provide the following information:

The number of gold medals struck during the calendar year 1924; also number of silver medals; also number of bronze medals.

Also please give the following information concerning each denomination of current domestic coins, stated in metric measurements: diameter of blank, after cutting; diameter of finished coin; thickness of blank, after cutting.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 21, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

I am inclosing a sketch received today from the Special Auditor for the Treasury who is interested in obtaining dies for impressing tin caps to be used as seals on coin bags. The Auditor has submitted the inclosed sketch with the suggestion that the legend "U. S. Treasury Auditor's Seal" be made permanent and that the legend "$5000 Gold 1925" and "$1000 Silver 1925" be made interchangeable, and that provision be made for changing the date for ten years, from 1925 to 1935 inclusive.

Please refer to your letter of June 12 in which you stated that the price for dies to emboss the lettering would cost with the press $150 and dies to stamp the letters into the cap, $100 with press. I am loath to trouble you further about the desire of the Bureau to have this work done at the lowest possible cost. Will you be kind enough to reconsider the price and if possible reduce the estimate?

I will be obliged if you will call me on the telephone some time tomorrow if this letter in any way conveys a clear understanding of what the Auditor does want.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 22, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the request contained in your letter of July 21st you are authorized to purchase 5 barrels (approximately 900 lbs.) of white soap chips from Alfred Lowry & Bro., at 11¼¢ per pound, the lowest of three bids received. It is understood these chips are to be used in the whitening room for cleaning coin blanks.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 22, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the request contained in your letter of July 21st you are authorized to accept the proposals of the Scoville Manufacturing Company to supply 200 lbs of medal strips to be used in manufacturing medals, at 22¢ per pound, this being the lower of two bids received.

Respectfully,

M M O'Reilly

Acting Director of the Mint.

July 22, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

I am forwarding under separate cover Mr. Sinnock's commission as engraver of the mint together with the required form of oath, which as you know, he is to take before a Judge of the United States or Judge of some court of record of Pennsylvania. It is understood that Mr. Sinnock is to report for duty August first.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 23, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to $6.34, covering insurance on shipments of minor coin, value $130,000.00, during the month of June, 1925.

Checks should be drawn in favor of the payees, and in the amounts, indicated on reverse of voucher and should be forwarded to Marsh and McLennan.

Respectfully,
M. M. O'Reilly
Acting Director of the Mint.

enc.
H

July 23, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Referring to telephone communication of this morning please be advised that the Special Auditor for whom you are making dies desire the type of die described as an "embossing die" and it is understood that the cost of this die, together with the press to be used with the same, can be supplied by you for not to exceed $100.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 23, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

I am inclosing a copy of a letter received this morning from the Guatemalan Minister relative to the coinage for his country. His Excellency is very eager to have this coinage executed as early as possible and as his letter speaks for itself it will be unnecessary for me to go into any special details. I know it is the desire of the Department to accommodate the Guatemalan Government to the fullest extent and the Bureau hopes that it will be possible to execute this small order without appreciable delay.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

C O P Y

LEGACION DE GUATEMALA
WASHINGTON

July 22nd 1925.

Mr. R. J. Grant,
Director of the Mint,
Washington, D. C.

Dear Sir:

Referring to our conversations on the telephone, I beg to inform you that I have received instructions by cable from my Government to continue the minting of the coins for the Guatemala Government. The present order, as agreed, is for 500,000 Quetzales of which the 10,000 pieces of one Quetzal have already been shipped. As this order is to be divided into lots of One Hundred Quetzales, the Government desires to have 100,000 pieces of half a Quetzal and 160,000 pieces of a quarter of a Quetzal coined next, that is, 50,000 Quetzales (in half Quetzal pieces) and 40,000 (in quarters) which added to the 10,000 Quetzales already sent, would make 100,000 Quetzales.

Will you be good enough then to order the Mint in Philadelphia to coin the 100,000 pieces of half a Quetzal and 160,000 pieces of a quarter of a Quetzal as soon as posssible. As agreed, the Superintendent of the Mint in Philadelphia will be good enough to let the Equitable Trust Co. of New York know the amount of silver needed so that the Company may buy it and send it to Philadelphia.

With very best regards,

I am cordially yours,

(Signed) Francis Sanchez Latour

Minister of Guatemala.

July 25, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Replying to your letter of July 24th I am inclosing application for extension of leave on account of sickness of Jeremiah F. Enright approved.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 25, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

In accordance with recommendations contained in your letter of July 24th you are authorized to accept the proposal of F. W. Hoffman & Co. to supply your mint with brushes at the following prices:

50	soft dust brushes	@	.62 each
50	stiff " "	@	.26 "
50	floor sweeps, 18"	@	1.15 "
36	scrub brushes	@	.19 "

It is understood these prices are the lowest on the second and fourth items, while on the third item (floor sweeps) they are 2½¢ each higher than Kelly & Sons, and on the soft dust brushes 17¢ each higher than Kelly & Sons, but as the samples submitted by Hoffman are found by you to be superior to Kelly's, your suggestion is approved that it will be in the interest of the Government to purchase the higher priced articles.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 25, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

In accordance with recommendations contained in your letter of July 24th you are authorized to accept the proposal of R. B. Seidel, Inc., to supply your mint with 200 graphie covers for your #70 special crucibles. It is understood that as Seidel is closing out his business, his offer to supply 109 covers at $1.25 and the other 91 at 75¢ is accepted.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 27, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

The Bureau understands that it is your intention to complete the recoinage of melted Polish coins and then proceed with the coinage for Guatemala.

Some correspondence has been conducted in regard to Peruvian coinage to be executed at the Mint in San Francisco. The Minister has advised that the Peruvian coinage would not be undertaken until the last of December or the first of January. Since then urgent requests have reached the Department that this coinage be executed before that time in order that it might reach Peru about the middle of December. The plan was suggested to have the coinage executed at San Francisco. The cost of transportation from San Francisco is greater than the cost of transportation from New York, and this letter is being written to consult you in regard to the possibility of undertaking this Peruvian coinage of one million Sols on completion of the Guatemalan coinage. The San Francisco Mint has had no experience in handling the alloy of which the Peruvian coinage is made. That Mint has already been well loaded up with a coinage program for the balance of the calendar year, and if it were possible for you to undertake the Peruvian coinage following the Guatemalan coinage, the Peruvian Embassy will be consulted as to withdrawing its suggestion to have the coinage made in San Francisco. This suggestion from the Embassy to have the coinage executed at San Francisco was based on the possibility that it might be undertaken at an earlier date than it could be undertaken at your Mint. As the time required to have the shipment reach a Peruvian port from New York is approximately twenty days, it would be necessary for us to plan this coinage in September, or possibly in October. If it could be done by you still earlier the Peruvian Government would be very gratified.

In view of the very varied program now before you the Bureau will appreciate it if you will send advice in regard to the possibility of executing the Peruvian coinage at your Mint.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 27, 1925.

Superintendent, U.S. Mint.

Philadelphia, Pa.

Sir:

Please forward to the Bureau one uncirculated fifty-cent piece, and one each in the following denominations of the coinage of 1925:

Standard Silver Dollar
Quarter Dollar
Dime
Nickel
One-cent piece.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 27, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Please forward to the United States Mint at San Francisco 50 ounces of proof gold and 25 ounces of proof silver.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 27, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Will you kindly forward to the Bureau, together with receipted bill for the same, one bronze medal of Mr. Gilbert, formerly Undersecretary of the Treasury.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 29, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

The Bureau will appreciate receiving at an early date the report called for by the circular letter from this office dated June 12, 1925, relative to the disposition of useless papers.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 29, 1925.

Superintendent, U.S. Mint, Philadelphia.
Superintendent, U.S. Mint, Denver.
Superintendent, U.S. Mint, San Francisco.

Sir:

In response to an inquiry of this Bureau in regard to the rates to be paid upon shipments of coin and bullion by the mint establishments, under special arrangements between the Treasury and the Post Office Department, this Bureau has been advised as follows:

If parcels are insured at the ten cent rate of insurance they will be accepted at the fourth-class rate of postage and accorded the same treatment as registered mail. A copy of the special agreement contained in Post Office Order 3738, dated December 16, 1919, is enclosed for your information. Under date of July 16, 1925, the Third Assistant Postmaster General stated in a letter addressed to the Director of the Mint that institutions of our service could "have the bullion accepted as insured mail in which case postage at the domestic rate will be chargeable and a ten cent insurance fee will be required.

If this bullion is insured instead of registered it will be treated in the same manner, under the special arrangement between the Post Office and Treasury Department, except that the record will describe it as insured instead of registered mail and the matter will be marked "Insured" instead of "Registered"."

There is enclosed copy of Mint Form No. 1022. You will, therefore, conform to the above requirements and alter forms wherever the word "Registry" or "Registered" appears. The caption "Registry Fee" over the third column will be changed to "Postal Insurance", as indicated on the sample form enclosed. This will be done to distinguish the charge from the additional insurance with Marsh & McLennan. You will, therefore, pay the ten cent "Postal Insurance Fee", the two cent service charge, and the fourth-class parcel post rate on all bullion shipments. You will contimue to notify Marsh & McLennan of shipments of bullion as heretofore in order that the congract insurance may be made effective.

"When bullion, coin or currency of $1.00, $2.00 or $5.00 denomination is sent as insured mail with the domestic parcel post rate of postage paid thereon in a direct rotary lock pouch made up by the sender and addressed direct to the addressee, the insured matter in the pouch need not be marked. "By direction of the Department these articles are to be handled and accorded the same treatment as registered mail," but this indorsement should appear on such articles when they are mailed as separate pieces in the open mails instead of being inclosed by the sender in a rotary lock pouch made up direct for the addressee." This is the statement of the Third Assistant Postmaster.

It is very important that bullion shipments be not recorded as registered mail, and that the changes, eliminating the word "Registry" or "Registered" be made in all cases and on all forms used in connection with bullion shipments.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 1, 1925.

Superintendent, United States Mint,

Philadelphia, Pa.

Sir:

Please forward to the United States Assay Office, New York, 50 ounces of proof gold and 50 ounces of proof silver.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 1, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

I am enclosing a letter from the Department of State dated July 30, transmitting a note from the Charge d'Affaires ad interim of Salvador, concerning the coinage of nickel money for the Government of Salvador.

With the return of these enclosures will you please advise the Bureau as to the cost of the dies, the time needed to execute them and the amount which should be charged for this coinage.

The coinage will be executed at the Mint in San Francisco, but the Bureau would like to have from you an estimate of the charge which should be made in order to instruct San Francisco.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

417

August 1, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Replying to your letter of July 31 you are authorized to forward to the National Museum such specimens as are of no service to the Mint.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 3, 1925.

Superintendent, United States Mint,

Philadelphia, Pa.

Sir:

Please ship to the United States Mint at San Francisco two spiral feed plates for small coining press automatic nickel feeds.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 4, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

State Department requests that you proceed with Peruvian coinage

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

August 4, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of August 3 you are authorized to purchase from the United Gas Improvement Company 2 semi-steel retorts for #17 American Gas Furnace Co. heating machine, at a cost of $157.25 each, a total of $314.50, it being understood that this is the lower of two bids received.

Respectfully,

Acting Director of the Mint.

August 5, 1925.

Superintendent United States Mint,
Philadelphia, Pa.

Guatemalan minister requests kegs consigned Equitable Trust Company New York for shipment addressed Caja Reguladora Guatemala City Guatemala

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

August 5, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bills of the American Railway Express Co., totaling $482.40, covering shipments of $20,000.00 in cents during the month of June, 1925.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

enc.
E

August 5, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution:

Salaries and Wages (1926) - - - -	$56,000.
Contingent Expenses " - - - - -	10,000.
Contingent Expenses(1925) - - - -	14,000.
Total- - -	$80,000.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

E

August 5, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Referring to your letter of March 26, 1925, in which reference is made to a small balance due the Argentina Government, it is requested that you purchase the metal and forward a check, made payable to the "Argentina Embassy", to Mr. Honorio Pueyrredon, Ambassador Extraordinary and Plenipotentiary, 1806 Corcoran Street, Washington, D.C.

It is understood that the amount is approximately $4.50.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 7, 1925.

Superintendent, U. S. Mint,
Philadelphia, Pa.

Sir:

Please forward to the Mint at San Francisco fifteen obverse and ten reverse five centavo dies for Salvador coinage.

Respectfully,

W. M. O'Reilly

Acting Director of the Mint.

August 7, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Replying to your letter of August 6th you are authorized to accept the proposal received from Hagy Brothers, Inc. the lowest of three bidders to supply your mint with 2000 pounds of No. 1, selected, near-white rags, at 9 5/8¢ per pound.

Respectfully,

M. M. O'Reilly,

Acting Director of the Mint.

August 7, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Replying to your letter of August 6th you are authorized to accept the proposal received from J. H. Decker, Son & Co. to supply your mint with 50 dozen pairs of reversible buckskin mitts at $10.00 per dozen pairs.

It is understood that when these gloves are no longer of service to employees they are confiscated by you and burned in order that possible recoveries of precious metals may be made.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 7, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Replying to your letter of August 6th you are authorized to accept the proposal received from The Hardwood Package Co., Marcus Hook, Pa., the lowest of three bidders, to supply your mint with 265 kegs at $1.40 each.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 7, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill of the American Railway Express Co., amount $99.90, covering shipment of $5,000.00 in cents to Cleveland, Ohio, June 2, 1925.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

enc.
E

August 7, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Replying to your letter of August 6th you are authorized to accept the proposal received from Crocker-Wheeler Co. for furnishing your mint with the following electrical equipment:

1 Motor, 1/3 HP	@	$50.25
2 Commutators for 1/2 HP motor	@	23.00 each

It is understood that no other bids were asked for the reason that the Crocker-Wheeler Co. are the manufacturers and sell direct.

Respectfully,

Acting Director of the Mint.

August 7, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill of the American Railway Express Co., amount $3.43, covering express charges on 1 box porcelain ware, Rochester, N. Y. to Philadelphia, Pa., April 20, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

M M O'Reilly

Acting Director of the Mint.

E

August 8, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill of The Pennsylvania Railroad Company, amount $0.72, covering freight charges on 1 box stationery (misc. office supplies), Washington, D. C. to Philadelphia, Pa., May 8, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

M

August 11, 1925.

Superintendent, U.S. Mint,

Philadelphia, Pa.

Sir:

This letter will confirm telephone communication of recemnt date authorizing you to proceed with the coinage for Peru of 1,000,000 silver one sol pieces, at the rate of $10.50 per 1000 pieces. It is understood that the National Bank of Commerce in New York is the agent authorized to receive and make payment for these coins.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 11, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill of The Baltimore & Ohio Railroad Company, amount $7.96, covering freight charges on 14 fibre boxes lead and cord seals, Chicago, Ill. to Philadelphia, Pa., March 6, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

E

August 12, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Returned herewith find your Schedule of Payrolls, Form 53, covering salaries and wages paid during the month of July, 1925. The schedule carries indication of advance payment of $216.66 to Freas Styer, Superintendent, while no payroll voucher was filed in support of same. It is requested that voucher be filed to support the schedule as rendered, with elimination of the item from the July 16-31 payroll; or that the expenditure of this amount be treated as a deferred credit, claim for payment to be made at the time claim is made for other payroll disbursements for the same period, with consequent amending of July Schedule to show expenditure of $25,970.93 only. In this connection attention is invited to the prohibition by law of advance payments of compensation.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

E

August 12, 1926.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of August 11 you are authorized to purchase from the General Refractories Co., 275 pieces of fire brick, at a total cost of $225.20, this being the lowest of three bids received.

You are also authorized to purchase, for use in minor coinage, 4,000 pounds of phosphor-copper, at 18¢ per pound, this being the lower of two bids received.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 14, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith for payment from the minor coinage profits bill of the American Railway Express Co., amount $41.88, covering express charges on shipment of $1,500 in cents, Philadelphia, Pa. to Nashville, Tenn., July 6, 1925.

Respectfully,

M M O'Reilly

Acting Director of the Mint.

Enc.
E

August 15, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Please forward to the United States Mint, Denver, 10 pairs of dime coinage dies.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 15, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Confirming telephone communication of today, please forward to the San Francisco Mint 20 pairs standard dollar dies, and 20 pairs of nickel dies.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 19, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

I am enclosing a medal received by the Redemption Division from the Detroit Branch, Federal Reserve Bank, Detroit, Michigan. The medal is one awarded to Andrew P. Ohman.

Will you please forward a check for the value of the gold contained in the medal to the Detroit Branch of the Federal Reserve Bank, with the statement that the check is the proceeds of the metal in the medal to Mr. Ohman which was forwarded to the Treasury Department by the bank under date of August 11, and referred to this Bureau by the Redemption Division of the Treasury Department under date of August 19.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 19, 1925.

Superintendent, United States Mint,

Philadelphia, Pa.

Sir:

Please procure and forward for the Annual Report, photographs of the new design coins, also the Norse-American medal, issued during the fiscal year 1925.

Respectfully,

M. M. O'Reilly

F

Acting Director of the Mint.

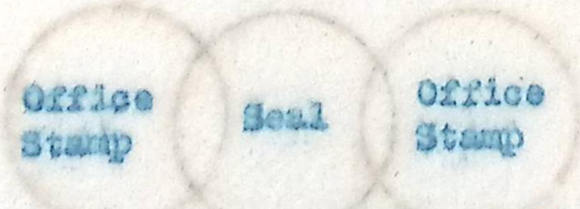
August 20, 1925.

All Mint Service Institutions:

Sir:

Under separate cover is being forwarded a stock of paper seals to be used in lieu of wax seals on all shipments of bullion, coin, or paper currency, made by mail. Use of the paper seals in lieu of wax has been directed by the Secretary of the Treasury, and is obligatory, not optional; they have been approved by the Secret Service, also by the Post Office Department, as affording greater safety than wax, which frequently breaks in transit. They should also be used on express shipments, but may be supplemented thereon by wax seals if requested by the express agents. The paper seals may also be used in lieu of wax on packages and envelopes containing valuable papers.

The paper seals are to be attached with liquid glue (not paste or other adhesive) and a rubber stamp impression of the name of your office will be applied, partly on the seal and partly on the material to which it is attached, and on two margins, rather than one, of the seal. This will make difficult the lifting of the seal without getting the impression of the stamp out of alignment. For illustration:



Requisition is being made for a supply of liquid glue to be forwarded to you.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

443

August 21, 1925.

Superintendent, United States Mint,

Philadelphia, Pa.

(Confirming telephone request of this date)

Sir:

Please forward to the Mint at San Francisco, as soon as possible, five pairs of California Diamond Jubilee half dollar dies.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 22, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of August 21 you are authorized to purchase from the Crucible Steel Castings Co., about 580 small steel castings, at an approximate total cost of $185.00. It is understood that this company's bid is at the rate of 20¢ per pound, while two other firms bid from 25¢ to 70¢ per pound.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 22, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of August 21 you are authorized to purchase from Geo. D. Feidt & Co., 5 barrels of bone ash, at $8.45 per 100 pounds.

It is understood that a price of $7.25 per 100 pounds was submitted, but that a test showed the material would not make good cupels. It is also understood that a bid of $10.00 per 100 pounds was received.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 26, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of August 25 you are authorized to purchase from the American Boron Products Co. Inc., for use in your minor coinage, 1000 pounds of boronized, electrolytic copper, in shot form, at 50¢ per pound, less 2% ten days.

It is understood that bids were asked of the only two known dealers, one of whom was unable to bid.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 28, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Will you please take the necessary steps to procure from the United States Mint at San Francisco two specimen coins each of the Vancouver and California half dollars, to be forwarded to this Bureau for transmission to the numismatic collection of the Treasury Department now lent to the National Museum, payment for the coins to be made from your contingent appropriation.

Respectfully,

Acting Director of the Mint.

August 31, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Please prepare and forward to the United States Mint at Denver, Colorado six one-cent collars for large presses.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

September 3, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1926:

Salaries and Wages - - - - - -	$55,000.00
Contingent Expenses- - - - - -	12,000.00
Freight on B. & C. - - - - - -	200.00
Total- -	$67,200.00

Respectfully,

R. J. Grant
Director of the Mint.

s

September 3, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Please accept from the following named firms the amounts of silver indicated at the rates given. This silver was purchased today for delivery to your mint within two weeks:

	Per Ounce
American Smelting & Refining Co. 250,000 ounces	$0.72 5/8
Nichols Copper Company 50,000 ounces	0.72 3/4
United Metals Selling Company 50,000 ounces	0.72 3/4

Respectfully,

R. J. Grant
Director of the Mint.

OR

September 5, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Forward fifty obverse forty reverse one cent dies SanFrancisco Mint

Grant
Director

Cont. Ex. Mint Bureau, 1926.

September 9, 1925.

Superintendent, U.S. Mint,

Philadelphia, Pa.

Sir:

Please prepare and forward to the United States Mint at San Francisco the following: Confirming telephone communication.

6 nickel large ring collars
6 " medium " "
12 one-cent medium ring collars.

Respectfully,

R. J. Grant
Director of the Mint.

GR

September 10, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

I am enclosing your list of useless papers with the request that you review the same and place opposite each item the dates included or the period of time covered by the documents you recommend shall be destroyed. Please return this list as promptly as possible as we are obliged to submit it to the Secretary within two weeks.

Respectfully,

R. J. Grant
Director of the Mint.

September 10, 1925.

Superintendent, United States Mint,

Philadelphia, Pa.

Sir:

This office is in receipt of the photographic plates forwarded by you of the Stone Mountain and Lexington-Concord half dollars, and the Norse American medal. The photographs as submitted are satisfactory, and it will not be necessary for you to have another photograph taken of the Lexington-Concord half dollar.

Respectfully,

R. J. Grant
Director of the Mint.

JR

September 10, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of September 9 you are authorized to purchase from Streeter, Hackney & Co., 25 dozen pairs of chamois gloves at $8.50 per dozen pairs, it being understood that this was the only bid received.

You are also authorized to purchase from M. Segal 25 dozen pairs of horsehide gloves at $6.35 per dozen pairs, it being understood that this is the lower of two bids received.

It is understood that these gloves, when worn out, are retained by you and burned to recover the particles of precious metals adhering to them.

Respectfully,

R. J. Grant
Director of the Mint.

September 12, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Please cause to be prepared and forwarded to the United States Mint at Denver five pairs of nickel dies.

Respectfully,

R. J. Grant
Director of the Mint.

rR

September 14, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Confirming telephone communication, you are authorized to purchase from the Scovill Manufacturing Company 100,000 pounds of standard U.S. five-cent nickel blanks, at a net price of 51¢, delivered at your mint. It is understood that no other proposals were asked, as this is the only firm which is in position to furnish the blanks.

Respectfully,

R J Grant

R. J. Grant
Director of the Mint.

OR

September 14, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

I am returning herewith medical certificate, form No. 2324, in the case of Millard F. Jones, Machinist at your institution, whose period for continuance under the provisions of the Act of May 22, 1920, will expire October 12, 1925. If you desire to retain Mr. Jones in the service for a further period of two years such recommendation should be made by you on the forms enclosed. The recommendation by the physician that Mr. Jones be retired might not preclude his retention. On the other hand, if you do not intend to continue Mr. Jones in the service Annuity forms should be prepared and forwarded to the Bureau.

Respectfully,

R. J. Grant
Director of the Mint.

OR

September 14, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Confirming telephone communication, you are authorized to purchase from the American Smelting and Refining Company 200,000 pounds of best grade electrolytic ingot copper, for the minor coinage, at a cost of $0.1490 per pound, it being understood that this is the lowest of four bids received.

Respectfully,

R. J. Grant
Director of the Mint.

September 15, 1925.

Superintendent, U. S. Mint, Philadelphia, Pa.
Superintendent, U. S. Mint, San Francisco, California.
Superintendent, U. S. Mint, Denver, Colorado.
Superintendent, U. S. Assay Office, New York, N. Y.

Sirs:

The Comptroller General of the United States recently prescribed new "standard" forms of account current for use throughout the entire Government service, beginning July first, 1925. Herewith please find a copy of each of the new forms 1019, 1021, and 948, with sample entries on form 1019 illustrating the method of use; no changes in method of use are contemplated for the other two forms, except as noted below.

One of the objects in prescribing new forms is that the great volume of such records may be of uniform size for convenience in filing, either flat, in loose leaf binders, or vertically in drawers, without folding. Another purpose is to get the accounts in proper condition for bookkeeping efficiency; the Comptroller General's bookkeeping is being done on Elliot-Fisher accounting machines with the result that the accuracy of each entry is proved mechanically, when made.

Most Government disbursing officers render accounts monthly; the "standard" account current forms were therefore prepared in contemplation of rendition of monthly accounts rather than quarterly. The result as regards the Mint Service is that if we should continue to render accounts quarterly, practically every item, except balances, appearing on the face of each account current would have to be separately itemized and accumulated on supporting schedules for the purpose of verifying the amounts shown on the face of the account current. The question of practicability of Mint Service accounts being rendered monthly, as desired by the General Accounting Office, instead of quarterly, was taken up at the Philadelphia and New York institutions with the result that it was considered advisable to render monthly accounts in future, since practically all items can be taken directly from the ledger to the account current at the end of each month. This will avoid the necessity of aggregating items and preparing numerous supporting schedules to the account current, and will also eliminate the need for the monthly assets and liabilities statement, form 232, and schedules of revenues, form 997. In lieu of the data which now appear on and accompany assets and liabilities statement, form 232, please forward a statement, in fine ounces, of location of metals in the institution, with quantities refined and unrefined, and analysis of metal balances in the Melting and Refining and in the Coining Departments - quantity in ingots of the several denominations, in blanks, clippings, bars, etc.

Please note that the accounts to be rendered on all the new forms will be those of the accountable officer with the United States instead of those of the United States with the accountable officer as heretofore. In other words, on the new account current forms the items with which the accountable officer is chargeable are on the left or debit side and the amounts disbursed or issued by him will appear on the right or credit side.

Accountable warrants will be scheduled on the reverse side of the account current form, as will also Treasury deposits of funds which do not remain subject to your check. All collections must be supported by vouchers; and where two or more items are combined into a total shown on the face of the account current the detailed amounts must be scheduled either on "standard" form #1026, sample copy of which is inclosed, or on such other schedules as we at present use, a sample of which is our schedule of special assays. Individual "collection" items supported by sub-vouchers (such for example as the proceeds of a single sale of Government property) need not be shown on the schedule of collections, form 1026, unless later so required by the General Accounting Office. With regard to Treasury deposits, please note that sufficient information must accompany each account current to permit identification of each certificate of deposit with its corresponding amount carried under the head of "collections"; see notations on reverse of account current form and on schedule of collections.

Attention is particularly invited to the several sub-titles, indented under the general-title "Miscellaneous Receipts" on the face of the account current form. Each sub-title must be separately balanced in future instead of declaring a consolidated balance under the head of miscellaneous receipts as heretofore. The amount to be stated opposite the title "Deductions on bullion deposits" is the total of the charges appearing on the bullion abstract sheet, plus the amounts collected on rejected deposits. Rejected deposits should be shown on the abstract sheet in their regular numerical order, with the notation "Rejected" in lieu of weights, values, and charges, and the charges collected should be added to the regular charges following the totals of the regular deposits. The other sub-titles appearing on the new account current form correspond closely with those appearing on the old ordinary account current form, with the exception that some of the items shown as indented sub-titles are combined on the new account current form under their general-title, such, for example, as the "proceeds of surplus bullion recovered" which includes deposit melting room grains and sweeps, gain on shipments, deductions on light weight coins purchased for recoinage, and operating surplus of M. and R. and coining departments.

Disbursement vouchers must be numbered consecutively, as passed for payment, and not by appropriation, and the serial numbering must continue throughout the fiscal year. The vouchers under each appropriation must be separately scheduled and totaled, the totals being carried to the face of the account current.

The number of the check issued in payment of each voucher is to be shown on the schedule of vouchers, so that the submission of the list of checks drawn, as required by General Regulation #31, may eventually be eliminated. When our present supply of disbursement schedule form is exhausted a new "standard" schedule will be supplied.

On the reverse side of the account current form under the heading "Inclosures" sufficient information should appear to enable a person receiving the account to determine quickly whether all supporting vouchers are present.

Attention is particularly invited to the item "Deferred credits - Salary payments" under the heading "Analysis of Balance Due United States". The regular practice of Government disbursing officers in the matter of pay rolls for salaries and wages is to not claim credit on the face of the account current for any of the payments on a pay roll until all payments have actually been made; or, if some portions cannot be paid within a reasonably short time, not until the amounts not paid have been cancelled from the pay roll and the total brought into agreement with the amounts actually paid, and the pay roll is ready for submission to the accounting office. Amounts not paid from the pay roll as a voucher can be vouchered on an individual voucher-form for personal services. The disbursing officer charges himself in his cash account with the cash received on pay rolls and credits himself day by day only with the amounts actually paid out, as will be seen from the illustrative entries in the sample cash account; and in declaring his balance due the United States shows as a part thereof the payments for which claim for credit is deferred.

The "Cash Account" appearing on the reverse of the regular account current form is intended to include all collections, and all issues of cash pertaining to appropriations and miscellaneous receipts, but not payments made by check.

Please also note that what we have been calling the "ordinary" account will in future be known as the "regular" account.

For these monthly accounts your time limit for rendition will be 20 days, instead of 30 days you have heretofore had for the quarterly accounts. The Bureau will have only 30 days for review prior to forwarding to the General Accounting Office, instead of 60 days it has heretofore had for the quarterly accounts. It is therefore requested that your bullion abstract sheets with supporting assay reports, deposit certificates, etc., be forwarded at the earliest practicable date after the close of each month, and that Bureau letters giving results of the Bureau's examination be answered very promptly.

Your symbol number is to appear on each account current and supporting schedule in future.

The accounts current will be rendered in duplicate as heretofore. In order that the entire fiscal year may be on the same basis please begin rendition of monthly accounts with the month of July, 1925.

Respectfully,

M. M. O'Reilly

~~R. J. Grant,~~

Acting Director of the Mint.

F

September 16, 1925.

Superintendent, U. S. Mint, Philadelphia, Pa.
Superintendent, U. S. Mint, San Francisco, Calif.
Superintendent, U. S. Mint, Denver, Colorado.

Sirs:

Since accounts will in future be rendered monthly, instead of quarterly, it is suggested that, generally, errors which are discovered after the close of the month to which they pertain, be corrected as of the date discovered, and that the accounts current be prepared to accord with the books as of the close of the month. This does not apply to simple errors which can be easily corrected as of the date they occurred, but to more or less involved errors, such, for example, as overstating and overdepositing silver seigniorage. Ifsilver coinage continues after the erroneous deposit is made the error can be promptly adjusted in the period following its occurrence and much changing of records avoided; in such case a memo of explanation should accompany the account containing the error, with notation of date corrected. But if for any reason such an error cannot be adjusted in the following month - if, in the case mentioned, coinage of silver is suspended - necessary corrections should be made as of the date the error occurred, with corresponding correction of balances, etc.

Respectfully,

M. M. O'Reilly

R. J. Grant,
Acting Director of the Mint.

F

September 17, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Please forward ten pairs one cent dies five pairs nickel dies Mint Denver

O'Reilly
Acting Director

oR

Cont. Ex. Mint Bureau, 1926.

September 18, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith for payment from the minor coinage profits bills of the American Railway Express Company, as follows:

Date		From	To	Nickels	Cents	Charges
June	24	Philadelphia	Jacksonville	----	$2,000	$57.98
"	30	"	Cleveland	----	10,000	230.00
July	11	"	New Orleans	----	2,500	89.68
"	11	"	Jacksonville	----	2,000	57.98
"	13	"	"	----	2,000	57.98
"	14	"	Cleveland	$25,000	10,000	432.68
"	25	"	Little Rock	----	2,500	89.68
Aug.	1	"	Louisville	10,000	----	101.82

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

enc
F

September 18, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of September 17 you are authorized to purchase from E. F. Houghton & Co., two barrels (about 800 pounds) of their "Cyl Tal", a cylinder lubricant, at 11½¢ per pound. It is understood that E. F. Houghton & Co., are the manufacturers of this lubricant and that you have found it a more satisfactory lubricant for the cylinders of your engines than the regular cylinder oils used in the past.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

September 18, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Please forward to Mr. L. Barber, care of the British Legation, 3, Hjorthagsvagen, Stockholm, Sweden, one each of the following gold coins of the United States: Double Eagle, Eagle, Half Eagle and Quarter Eagle. The coins should be forwarded by registered mail. Enclosed is $38.00 to cover the cost of the coins and mailing charges. If the cost of mailing exceeds fifty cents will you please advise the Bureau.

Respectfully,

M. N. O'Reilly

Acting Director of the Mint.

September 19, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill of the American Railway Express Company, amount fifty cents, covering express charges on one wooden box, plaster models for coinage dies, Washington, D. C. to Philadelphia, Pa., July 2, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

F

September 21, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Replying to your letter of September 19 and in confirmation of my telephone communication to you, it is understood that the clerical force of your institution serves 42 hours per week.

Respectfully,

R. J. Grant
Directof of the Mint.

September 21, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to $2.93, covering insurance on shipments of minor coin, valued at $50,000.00, during the month of July, 1925.

Checks should be drawn in favor of the payees, and in the amounts indicated on reverse of vouchers, and should be forwarded to Marsh and McLennan.

Respectfully,

R. J. Grant
Director of the Mint

enc.
F

September 22, 1925.

Superintendent, U. S. Mint,
Philadelphia, Pa.

Sir:

Please accept from the Americal Metals Company 500,000 ounces of fine silver purchased this day for delivery to your Mint at $0.7186 per fine ounce.

Respectfully,

Director of the Mint.

September 23, 1925.

Superintendent, U. S. Mint,
Philadelphia, Pa.

Sir:

I am returning the contracts with the Pilgrim Laundry Company, and the contract with the American Ice Company with the request that these contracts be issued in triplicate as usual. It will not be necessary for you to attach a statement relative to the non-execution of a bond.

Respectfully,

R. J. GRANT
Director of the Mint.

GR

September 24, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of September 23 you are authorized to purchase 200,000 pounds of copper, for use in minor coinage, from Guggenheim Brothers, at $0.1513 for small ingots and $0.1491 per pound for large ingots. It is understood that you asked for 10% of the amount in small ingots and the balance in large ingots, and that on this basis the bid of Guggenheim Brothers is the lowest in the aggregate of three bids received.

Respectfully,

R. J. Grant
Director of the Mint.

September 24, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Will you please forward to this Bureau the duplicate and triplicate copies of the contracts entered into by you with the following firms, the originals of which are now in this office:

Paul S. Reeves & Co.
Sellersville Foundry & Machine Co.
Edward Connor
O. F. Zurn Co.

Respectfully,

R. J. Grant
Director of the Mint.

September 25, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith for payment from the minor coinage profits bills of the American Railway Express Company as follows:

7/25	#H/8/11005,	Philadelphia	to	Jacksonville,	$10,000, nickels,	$114.74
7/27	#H/8/11007,	"	"	" ,	$5,000, cents,	166.20
7/30	#H/8/11008,	"	"	Nashville,	$2,000, " ,	55.91
8/8	#H/8/11006,	"	"	Jacksonville,	$10,000, nickels; $5,000, cents,	280.85

Respectfully,

R. J. Grant,
Director of the Mint.

F

September 25, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill of the Pennsylvania Railroad Company, No. 9,291,064, amount fifty cents (50¢), covering freight charges on one case of envelopes, Rockville, Conn., to Philadelphia, Pa., June 12, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

OR

F

September 26, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of September 25 you are authorized to purchase from the United States Smelting Works, 15,000 pounds of "Horsehead" zinc, in slabs, for use in the minor coinage, at $0.1016 per pound, it being understood that this is the lower of two bids received.

Respectfully,

R. J. Grant
Director of the Mint.

September 26, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

The following is brought to attention in connection with the examination of your accounts for the quarter ended June 30, 1925:

Assay report #5270, covering deposit of Williams Gold Ref. Co., Buffalo, N. Y., value $3,920.40, was not found among the other assay reports. Kindly forward same.

Sweeps vouchers indicate computation of value of silver sold at the average price May 31, 1925, $0.677,083 per fine ounce. This figure is the average official price for the week of May 8, 1925.

Proposals of the two concerns bidding on the sale of scrap metal do not give sufficient information to enable verification of the amount collected. Please forward accounts sales, giving the weight of each class of metal sold, etc.

One sheet of Schedule A, Sales of Medals, is enclosed, attention invited to $15.00 difference in addition of the "Gain" and "Total" columns, Gold Medals. Presumably the error is due to omissions as the typed total is carried into the summary and into the Ordinary Account Current as revenue.

Voucher #540, Philadelphia Rapid Transit Co., $24.00, is enclosed for insertion of symbols indicating method of or absence of advertising and form of agreement under which purchase was made.

Prompt attention to these matters is requested in order that the accounts may not be late in reaching the General Accounting Office.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
s

September 28, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to $1.46, covering insurance on shipments of minor coin, valued at $30,000, during the month of August, 1925.

Checks should be drawn in favor of the payees, and in the amounts, indicated on the reverse of the vouchers, and should be forwarded to Marsh and McLennan.

Respectfully,

R. J. Grant,
Director of the Mint.

MR

enc
F

September 30, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith for payment from the minor coinage profits bills of the American Railway Express Company as follows:

#H/8/11420, Aug. 18, Phila. to Detroit, $10,000, cents $261.84
#H/8/11421, Aug. 26, " " Richmond, $10,000, cents 148.05

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

enc
F

October 1, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of September 30, you are authorized to purchase from A. Berkman approximately 5,000 yards of 54" drill at 40¢ per yard. It is understood that this bid is more advantageous and economical to the Government for the reason that two lower bids received represented material of inferior quality or in dimensions that would result in considerable waste.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

October 1, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Please prepare and forward to the United States Mint at Denver ten pairs of one cent dies.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

October 1, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Enclosed please find duplicates of contracts entered into by you with the Pilgrim Laundry Co., and the American Ice Company, covering services and supplies to be furnished your institution during the current fiscal year. These contracts have been approved by the Assistant Secretary of the Treasury, the originals forwarded to the General Accounting Office, and the triplicate copies retained in the files of this Bureau.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

October 1, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Please forward to the Mint at San Francisco thirty obverse and twenty reverse nickel dies.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

October 2, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Assistant Secretary of the Treasury Dewey has requested the Bureau to procure for him the medals checked on the circular enclosed. Mr. Dewey desires the medals in bronze, with cases for each. Please forward the medals to the Bureau, together with bill made out to Mr. Dewey.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

October 2, 1925.

Officers in Charge,
Mints and Assay Offices.

Sirs:

With reference to the new forms of accounts current you doubtless have noted that the standard forms are printed in non-copyable ink, while the bullion account current forms are printed in copyable ink.

The Printing Division of the Office of the Secretary of the Treasury has suggested to the Bureau the discontinuance of printing these forms in copyable ink and in lieu of press-copying same making a carbon copy for your files. An expression of opinion is desired from you as to the necessity of press-copying these accounts current and whether a carbon copy will not meet your needs as well as a press copy. If press-copying is considered essential the reasons therefor should be given.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F

October 2, 1925.

Superintendent, U.S. Mint,

Philadelphia, Pa.

Sir:

Referring to your letter of October 1 requesting authority to purchase an Underwood Typewriter, Model No. 3, and give in exchange a Remington-Monarch No. 3, will you please advise this Bureau the number of the Remington-Monarch machine to be turned in, in order that the exchange value may be verified.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

October 3, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of October 2 you are authorized to purchase from R. B. Seidel, Inc., 166 No. 18 crucibles at a cost of $1.35 each, less 1%, it being understood that this is the lowest of three bids received.

Respectfully,

R. J. Grant
Director of the Mint.

October 3, 1925.

Pennsylvania Railroad System,
Accounting Department,
Philadelphia, Pa.

Sirs;

Your letter of the 30th ultimo, No. RO.2.361.000-WLA, received. The bills referred to therein, according to the records of this office, were included in settlement by the General Accounting office, August 25, 1925, No. 81149-T, in the total amount $222.51, notice of which has probably reached you.

Respectfully,

Director of the Mint.

D
F

October 3, 1925.

Superintendent, United States Mint,

Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of October 2, 1925, you are authorized to renew your subscription to the Chemical and Metallurgical Engineering Journal for the current fiscal year, and to pay for the same in advance, in accordance with the Act of March 4, 1915.

Respectfully,

R. J. Grant
Director of the Mint.

Approved:

McKenzie Moss
~~C. S. Dewey~~
Assistant Secretary of the Treasury.

October 5, 1925.

Officers in Charge,
U. S. Mints and Assay Offices.

Sirs:

Below is noted for your guidance extracts from recent decisions of the Comptroller General with regard to the creation and liquidation of obligations against Government appropriations:

From Decision of August 18, 1925.

> "A contracting officer of the Government is without authority to obligate the Government, in the absence of any lawful reason, to pay other than the price stipulated in the lowest bid, and where a higher bid has been accepted without such lawful reason therefor settlement of the claim will be made on the basis of the lowest bid price.
>
> The distinction between the liability of individuals and the Government with respect to their agents is that the former are liable to the extent of the power they have apparently given their agents, while the Government is liable only to the extent of the power it has actually given its agents by law, and the anauthorized acts of such agents can not estop the Government from asserting their invalidity."

Sample of unsatisfactory explanation - is evidently an assumption, rather than a known fact.

> "The item of coffee is recommended for acceptance at the price of 0.37 offered by the J. B. Osgood Coffee Co., rather than at the price of 0.18 offered by the Iten Biscuit Co., for the following reasons: The coffee offered by the J. B. Osgood Coffee Co. has been used for some time at this station, and has been satisfactory; the Iten Biscuit Co. did not send a sample of the coffee they intended to furnish, and therefore, due to the high price for coffee prevailing in this locality, it was concluded that a coffee at the low price would not be satisfactory."

From Decision of November 18, 1924, A-5714.

> "The purpose of the statutes requiring competition was primarily to give the United States the advantage of the lowest available price for the material or service desired, and pre-

supposes the acceptance of the lowest bid conforming to the stipulated conditions. While there may be numerous reasons why the lowest bid is not desired to be accepted, a higher bid may not properly be accepted and the increased costs paid on account thereof unless the reasons for the rejection of the lower bid are of such material character as to fully warrant such action and support the increased consideration to be paid on account thereof. Competitors as well as the public generally are concerned in the rejection of lower bids, and if there is any suggestion of insufficient grounds therefor there might arise actionable questions or adequate basis for upsetting the acceptance of a higher bid."

Care should be taken to see that all necessary information to properly support action taken by you accompanies your vouchers since the accounting officers will be in possession of only such information as they receive. If you have information which would properly support your action and such information does not accompany the vouchers, the result in many cases will be suspensions in the settlement of your accounts.

Respectfully,

R. J. Grant,
Director of the Mint.

F

October 5, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of October 1, you are authorized to purchase from the Underwood Typewriter Company one Model 3 machine, with carriage accommodating paper 18" wide, at $87.50, it being understood that you are to give in exchange a Remington-Monarch No. 3 typewriter having an exchange allowance of $10.00, making the net cost of the new machine $77.50.

Respectfully,

R. J. Grant
Director of the Mint.

October 6, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1926.

Salaries and Wages 1926	$60,000.00
Contingent Expenses 1926	10,000.00
Freight on Bullion and coin 1926	300.00
Total	70,300.00

Respectfully,

Director of the Mint.

October 5, 1925.

ALL MINT SERVICE INSTITUTIONS:

Sir:

There is enclosed for your information "Digest of Comptroller General's Decisions No. 13, dated September 30, 1925. Your attention is particularly invited to decision No. 101 relative to retirement deductions.

In this connection your attention is also called to a recent decision of the Comptroller General making it imperative that care be taken to forward to the Bureau recommendations for retension of employees beyond the retirement age in time to have them approved by the Department thirty days before the date the employee reaches the age of retirement.

Respectfully,

R. J. Grant
Director of the Mint.

ER

October 6, 1925.

Superintendent, U.S. Mint,

Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of October 5 you are authorized to accept the bid of John McKe covering the hauling of approximately 200 loads of ashes, rubbish, etc., from the Mint, during the fiscal year 1926, at a cost of $2.00 per load of 94½ cu. ft., it being understood that this is the lower of two bids received.

Respectfully,

R. J. Grant

R. J. Grant
Director of the Mint.

October 7, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of October 6 you are authorized to purchase from the Turner Asbestos & Roofing Company, 300 yards (approximately 675 pounds) asbestos cloth, 36" wide, for use in making fire mitts, at a cost of 52 cents per pound, it being understood that this is the lowest of three bids received.

Respectfully,

R. J. Grant
Director of the Mint.

October 7, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Please accept from the firms listed below the following amounts of silver at the prices indicated:

	Price	Ounces
American Smelting & Refining Co.	$0.71125	100,000
United Metals Selling Company	0.71125	100,000
American Metal Company	0.7111	200,000
Equitable Eastern Banking Corp.	0.7111	100,000

Respectfully,

R. J. Grant
Director of the Mint.

October 8, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Bill of the American Railway Express Company, amount $0.42, covering express charges on one box plaster casts, Washington, D. C., to Philadelphia, Pa., July 15, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

F

OR

October 8, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Herewith for payment from the minor coinage profits bills of the American Railway Express Company as follows:

#H/9/11859, August 11, 1925, Phila. to Memphis, $2,000 in cents	$64.19
#H/8/11627, August 13, 1925, Phila. to Louisville, $10,000 in nickels	101.82
#H/9/11858, August 17, 1925, Phila. to Memphis, $10,000 in nickels	126.37
#H/9/11860, August 22, 1925, Phila. to St. Louis, $5,000 in cents	160.23

Respectfully,

R. J. Grant,
Director of the Mint.

enc
F

October 9, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of October 8, 1925, and for the reasons stated, you are authorized to purchase from John R. Rowand, the following amounts of charcoal at the prices indicated:

10,000	pounds	granulated pine	.04	per lb.
10,000	"	pulverized "	.05½	" "
1,000	"	granulated oak	.04	" "

Respectfully,

R. J. Grant
Director of the Mint.

October 10, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Bill of the Reading Company, amount $0.50, covering freight charges on two cartons liquid metal polish, New York, N. Y. to Philadelphia, Pa., August 16, 1925, has this day been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

F

October 13, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Herewith for payment from the minor coinage profits bill of the American Railway Express Company, amount $156.25, covering express charges on $5,000 in cents, Philadelphia, Pa., to Atlanta, Ga., August 15, 1925.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

enc.
F

October 13, 1925.

Superintendent, U. S. Mint, Philadelphia, Pa.
Superintendent, U. S. Mint, Denver, Colorado.
Superintendent, U. S. Mint, San Francisco, Cal.

Sir:

Supplemental to Bureau letter of September 15th please be advised that a separate series of consecutive voucher numbers should be used for each of the following general divisions of accounts: (1) regular account; (2) minor coinage metal fund account: (3) special deposit account; rather than a single series of consecutive numbers covering all disbursements. The serial numbers should begin with the first disbursements during each fiscal year; and, as affecting the regular account, regardless of the names of the appropriations, and including the vouchers chargeable to the appropriations of the prior fiscal year as well as those chargeable to the current fiscal year.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F

October 14, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

I am returning herewith duplicate copies of contracts entered into by you with the following firms:

Paul S. Reeves & Co.
Edward Connor
O. F. Zurn Co.
Sellersville Foundry & Machine Co.

These contracts have been approved by the Assistant Secretary of the Treasury. The originals have been forwarded to the General Accounting Office and the triplicate copies have been retained in this office for file. Duplicate copies of the bonds accompany the contracts herewith returned.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

October 16, 1925.

Superintendent, U.S. Mint,

Philadelphia, Pa.

Sir:

Confirming telephone communication of October 15, please accept from the American Smelting and Refining Company 200,000 ounces of fine silver at $0.71-3/16 per ounce, and 300,000 ounces of fine silver at $0.71-5/16 per ounce.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

October 17, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of October 16, you are authorized to have an L. C. Smith typewriter in your office repaired at a cost of $10.00, by the American Writing Machine Company. It is understood that this is the lower of two bids received.

Respectfully,

R. J. Grant
Director of the Mint.

October 17, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of October 16 you are authorized to purchase from Geo. D. Feidt & Co., 5 barrels (approximately 1500 lbs.) of powdered red argols at $7.75 per 100 lbs, it being understood that this is the lowest of three bids received.

Respectfully,

R. J. Grant
Director of the Mint.

ck

October 19, 1925.

Superintendent, U. S. Mint,
Philadelphia, Pa.

Sir:

This letter will confirm telephone communication of this morning requesting you to forward to the Mint at Denver ten pairs of nickel dies as soon as convenient.

Respectfully,

R. J. GRANT
Director of the Mint

O-R

October 20, 1925.

Superintendent, United States Mint.
Philadelphia, Pa.

Sir:

Referring to my letter of September 22 relative to the acceptances of silver from the American Metal Company, please substitute the enclosed letter.

Referring to my letter of October 7 please substitute the enclosed corrected letter to cover purchases of silver made at this office for your mint on October 6.

I am enclosing copy of letter written today to the American Metal Company.

Respectfully,

R. J. Grant
Director of the Mint.

3 encs.

CR

September 22, 1926.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Please accept from the American Metals Company 500,000 ounces of silver purchased this day for delivery to your mint, at $0.7186 per ounce, 999 fine.

Respectfully,

R J Grant

R. J. Grant
Director of the Mint.

October 7, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Please accept from the firms listed below the following amounts of silver at the prices indicated:

	Price	Ounces	Fineness
American Smelting & Refining Co.	$0.71125	100,000	999
United Metals Selling Company	0.71125	100,000	
American Metal Company	0.7111	200,000	999
Equitable Eastern Banking Corp.	0.7111	100,000	

Respectfully,

R. J. Grant
Director of the Mint.

HR

October 21, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Will you please forward to Mr. Stuart G. Gibboney, President, Thomas Jefferson Memorial Foundation, Inc., 115 Broadway, New York City, one bronze medal of President Jefferson, together with case for the same. I am enclosing $1.35 to cover the medal and case.

We are today advising Mr. Gibboney that the medal is being forwarded at the request of Senator Copeland.

Respectfully,

R. J. Grant
Director of the Mint.

Oct. 26, 1925.

Superintendent U. S. Mint,
Philadelphia, Pa.

Sir:

Bill of the American Railway Express Co., #H/9/12667, amount $3.17, covering transportation charges on 1 case dry cells Washington to Philadelphia July 31, 1925, $1.01, and 1 pattern Denver to Philadelphia August 19, 1925, $2.16, has this date been forwarded to the General Accounting Office for settlement, chargeable to your 1926 Contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

F

OR

October 24, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith for payment from the minor coinage profits bills of the American Railway Express Company, as follows:

#H/9/12106,	Phila. to	New Orleans,	$5,000, Cents, 8/10/25	$205.98
#H/9/12411,	" "	Jacksonville,	$5,000, Nickels, 8/24/25	
"	" "	"	$10,000, " , 8/25/25	149.93
#H/9/12407,	" "	"	$5,000, Cents, 8/28/25	144.75
#H/9/12110,	" "	New Orleans,	$25,000, Nickels, $5,000, Cents, 8/28/25.	557.14
#H/9/12111,	" "	Little Rock,	$2,000, Cents, 8/29/25	71.78
#H/9/12108,	" "	Atlanta, Ga.	$20,000, Nickels, $5,000, Cents, 9/1/25 .	524.87
#H/9/12107,	" "	Detroit,	$10,000, Cents, 9/3/25	241.20
#H/9/12109,	" "	New Orleans,	$25,000, Nickels, 9/5/25	302.80
#H/9/12663,	" "	Richmond, Va.	$10,000, Cents, 9/8/25	148.05
#H/9/12410,	" "	Louisville,	$10,000, Nickels, $2,000, Cents, 9/8/25 .	139.18
#H/9/12409,	" "	"	$10,000, Nickels, 9/9/25	88.10
#H/9/12408,	" "	New Orleans,	$25,000, Nickels, 9/12/25	351.26
#H/9/12661,	" "	Minneapolis,	$5,000, Nickels, 9/16/25	68.35
#H/9/12665.	" "	Birmingham,	$5,000, Nickels, 9/21/25	49.05

Respectfully,

R J Grant

R. J. Grant,
Director of the Mint.

F

enc

October 27, 1925.

Superintendent, U.S. Mint,

Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of October 26 you are authorized to purchase from Smith, Kline & Franch Company, two barrels carbonate of ammonia, lump, at 13¢ per pound, it being understood that this is the lowest of four bids received.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

October 28, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of October 27, you are authorized to purchase 4000 pounds of phosphor-copper, shot form, from Alloys and Products, Inc., at 15¢ per pound. It is understood that this is the lower of two bids received.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

October 28, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

On your report for the September quarter of deposits and purchases of gold and silver, Form 61A, appears an item of domestic silver bullion deposited in trust by other governments, 558,432.31 fine ounces. Will you kindly advise the Bureau, if possible, of the quantity received from each domestic refinery? It is requested that in future bullion deposited in trust by other governments be noted on Form 61B, lower half. Reference is made in this connection to your report for the September quarter, 1924, where similar classification of such material is given.

It is understood that the foreign bullion deposited in trust by other governments, 273,339.03 fine ounces, originated in Mexico, 158,090.52 ounces, and in Canada, 115,248.51 ounces. Please advise if this is correct.

Respectfully,

M. M. O'Reilly

F

Acting Director of the Mint.

October 29, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Please forward to this office at an early date a schedule of unliquidated encumbrances as of close of business September 30, 1925, against your 1925 appropriations listed by months in which the encumbrances were set up. Also please indicate any adjustments necessary to bring the reports heretofore made of encumbrances and liquidations into agreement with the amounts remaining unliquidated.

Respectfully,

Acting Director of the Mint.

F;f

October 29, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of October 28, you are authorized to purchase from J. H. Decker, Sons & Co., 50 dozen pairs of buckskin mittens, at $10.00 per dozen pairs, it being understood that this is the lower of two bids received.

Respectfully,

Acting Director of the Mint.

October 30, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Please accept from the firms listed below the following amounts of silver, at the prices indicates, purchased today for delivery to your mint:

All bids on basis of silver, 1000 fine.

United Metals Selling Company,	50,000	ounces	at	$0.71
Equitable Eastern Banking Corp.	100,000	"	"	.7103
American Smelting & Refining	100,000	"	"	.7107
American Metal Co., Ltd.	250,000	"	"	.7108

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

October 31, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Herewith for payment from the minor coinage profits, bills of the American Railway Express Company as follows:

#H/9/12857, Sept. 12, 1925, Phila. to Memphis, $10,000 in nickels	$109.00	
H/9/12857, Sept. 18, 1925, Phila. to Memphis, $10,000 in nickels	126.37	$235.37
#H/9/12856, Sept. 19, 1925, Phila. to Memphis, $10,000 in nickels, $3,000 in cents		222.46
#H/9/12855, Sept. 5, 1925, Phila. to Memphis, $10,000 in nickels.		109.00
#H/9/12854, August 29, 1925, Phila. to Memphis, $3,000 in cents		96.19
#H/9/12853, Sept. 15, 1925, Phila. to St. Louis, $20,000 in nickels		223.43
#H/9/12852, Sept. 21, 1925, Phila. to St. Louis, $5,000 in cents		139.56
#H/9/12851, Sept. 17, 1925, Phila. to Atlanta, $5,000 in cents		156.25
#H/9/12849, Sept. 24, 1925, Phila. to Detroit, $10,000 in cents		282.25
#H/9/12848, Sept. 23, 1925, Phila. to Louisville, $10,000 in nickels, $2,000 in cents		139.80
#H/9/13076, Sept. 23, 1925, Phila. to Jacksonville, $5,000 in nickels, $3,000 in cents		136.88
#H/9/13075, Sept. 18, 1925, Phila. to Jacksonville, $3,000 in cents		99.40

Respectfully,

R. J. Grant.
Director of the Mint.

R:f
enc.

October 31, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amount to $9.02, covering insurance charges on shipments of minor coin, valued at $185,000, during the month of September, 1925.

Checks should be drawn in favor of the payees, and in the amounts indicated on reverse of vouchers, and should be forwarded to Marsh and McLennan.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f
enc

November 2, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill #H/9/12647 of the American Railway Express Company, amount $1.04, covering express charges on 1 box specimens, Philadelphia, Pa., to Washington, D. C., September 17, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

November 2, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Will you kindly give direction that when bills of lading are prepared, for shipment of coin bags to the storekeeper, Treasury Department, for use of the Treasurer, U. S., that notation be made on foot of bill of lading form for billing the charges to the Secretary of the Treasury, instead of to the Director of the Mint. Such expenses are not chargeable to appropriations under the jurisdiction of the Director of the Mint.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

November 3, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

To support voucher paid by the New Orleans Mint for the service of hauling moulds to the station in Philadelphia, July 3, 1925, in favor of Henderson Brothers, Inc., of Philadelphia, in amount $1.00, it is requested that the Bureau be advised as to the method of procurement of this service.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

November 3, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of October 31 you are authorized to accept the bid of the Balbach Metals Corporation for the treatment of mint sweeps containing gold and silver, the company to pay for the full gold contents as per commercial assay at $20.60 per ounce, and for the silver contents as per commercial assay at the average of the New York official price ruling during week of sampling at Newark, N.J. It is understood that you will ship approximately 35,000 pounds of these sweeps.

I am returning herewith the bids of the Balbach Metals Corporation and the Irvington Smelting and Refining Works.

Respectfully,

R. J. Grant
Director of the Mint.

November 3, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Referring to your letter of August 3 relative to coinage for Salvador, and to your statement to the effect that the master dies for the one centavo nickel piecewere in the custody of your mint, I have now to request that you prepare a sufficient number of one centavo nickel working dies for the Salvador coinage to manufacture 200,000 of these pieces and forward the dies as promptly as possible to the mint at San Francisco.

Respectfully,

R. J. Grant
Director of the Mint.

November 4, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

This letter will confirm telephone authority of today to purchase from the Metal Sales Corporation 200,000 pounds of copper at $0.16025, it being understood that this is the lowest bid received.

Respectfully,

R. J. Grant
Director of the Mint.

November 4, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

With reference to your stores requisition for stationary for the period ending April 30, 1926, recently received in this office, it is requested that you forward a sample of window envelope 3 7/8 by 8 7/8 as required by the instructions on stores requisition form. Also please forward a sample of thumb tacks required with explanation of the need of so considerable a quantity as 500. Please also forward a duplicate of the stores requisition. It should be noted from the instructions that ink and mucilage can not be shipped during the winter months. However, the item of ink on your requisition will be allowed to remain so far as this office is concerned.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

November 4, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

With reference to your letter of October 31st concerning the condition of your salaries and wages appropriation please be advised that the Bureau has requested of the Budget Officer reapportionment of this appropriation by which $20,000 will be added to the amount available for the second quarter and amounts available for the third and fourth quarters be reduced $10,000 each.

It is anticipated that after the Christmas holidays activities on domestic coin can be curtailed and that such curtailment in connection with earnings from manufacture of foreign coin will permit completion of the fiscal year without using the silver dollar fund or creating a deficiency.

You will be later advised of the action of the Budget Officer.

Respectfully,

R. J. Grant,
Director of the Mint.

W:f

November 4, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith for payment from the minor coinage profits, bills of the American Railway Express Company as follows:

#H/10/13297, October 1, 1925, Phila. to Cleveland, $5,000 in cents	$99.90
#H/10/13298, September 30, 1925, Phila. to Detroit, $30,000 in nickels	$253.14
#H/10/13299, October 3, 1925, Phila. to Atlanta, $20,000 in nickels, $10,000 in cents	$460.99
#H/10/13300, September 29, 1925, Phila. to Little Rock, $10,000 in nickels, $3,000 in cents	$263.56
#H/10/13301, September 28, 1925, Phila. to Brimingham, $1,000 in cents	$28.65
#H/10/13302, September 30, 1925, Phila. to Chicago, $25,000 in cents	$689.97
#H/10/13303, September 25, 1925, Phila. to New Orleans, $5,000 in cents	$179.25

Respectfully,

R. J. Grant,
Director of the Mint.

F:f
ens

November 5, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of November 4, you are authorized to purchase from the East End Waste Company, 2,000 pounds of clean, near-white rags, at 9½¢ per pound, it being understood that this is the lowest of three bids received.

Respectfully,

R. J. Grant
Director of the Mint.

November 7, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

Responding to your request of the 6th instant you are authorized to accept the proposal of the Scovill Manufacturing Company to furnish your Mint with 100,000 pounds of standard U. S. 5¢ nickel blanks ready for the presses, at $0.51 per pound.

Respectfully,

R. J. GRANT
Director of the Mint.

November 7, 1925.

Superintendent, U. S. Mint,
Philadelphia, Pa.

Sir:

Please forward to the Mint at San Francisco twelve one cent collars, large ring, and six nickel collars, large ring.

Respectfully,

R. J. GRANT
Director of the Mint.

November 7, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Requisition has been approved for advance to you the following amounts to meet your expenses during the current fiscal year:

Salaries and Wages . . .	$58,000
Contingent Expenses . .	10,000
Freight on Bullion & Coin	300
Total	68,300

With reference to Bureau letter of November 4th, please be advised that the apportionment of your salaries and wages appropriation for the current year has been amended upon authority of the Treasury Budget Officer as follows:

1st quarter,	no change				
2nd " ,	increase	from	$147,000	to	$167,000
3rd " ,	decrease	"	146,000	to	136,000
4th " ,	"	"	145,359	to	135,359

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

November 7, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill of the American Railway Express Company, amount $1.60, covering express charges on one barrel French clay crucibles, New York, N. Y., to Philadelphia, Pa., July 3, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

November 7, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith for payment from the minor coinage profits bills of the American Railway Express Company, as follows:

#H/10/13514, October 5, 1925, from Phila. to Chicago, $25,000 in nickels	$227.65
#H/10/13510, September 30, 1925, from Phila. to Jacksonville, $2,500 in nickels, $2,500 in cents	97.38
#H/10/13511, October 2, 1925, from Phila. to Jacksonville, $2,500 in nickels, $2,500 in cents	97.38
#H/10/13512, September 28, 1925, Phila. to Jacksonville, $5,000 in cents	144.45

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

P. S. An error in addition of 30¢ appears in bill #H/10/13512; the American Railway Express Company submitted bill in amount $144.75, whereas the correct amount is $144.45. Please advise the American Railway Express Company of this change, when forwarding check.

November 7, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

I am forwarding to you today by registered mail 206.00 ounces standard gold scrap (185.40 fine ounces) and 27.7195 ounces cornets (27.691875 fine ounces at 999 fine), a total of 213.091875 fine ounces, value $4,405.00.

There is also forwarded a silver chloride bar weighing 33.75 fine ounces (equivalent to 37.50 standard ounces) and 69.30 ounces silver coin scrap, a total of 106.80 standard ounces, of which 85.9375 ounces, vaule $100.00, belongs to the Standard Silver Dollar account, and the balance, value $25.90, to the subsidiary account.

The following accounts should be credited to San Francisco, Denver and Philadelphia respectively, being the value of the metal resulting from special assay coins forwarded to the Bureau up to and including September 30, 1925.

San Francisco -	Gold coin	$1,480.00
	S.S. Dollar coinage metal . .	44.00
	Subsidiary coinage metal. . .	7.00
Denver -	Gold coin	1,525.00
	Subsidiary coinage metal. . .	.60
Philadelphia -	Gold coin	1,400.00
	S.S. Dollar coinage metal . .	56.00
	Subsidiary coinage metal. . .	18.30

Please proceed to make these entries, without formal transfer, and notify San Francisco and Denver when they have been made.

Respectfully,

Director of the Mint.

Q.

November 10, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of November 7 you are authorized to accept the bid of Geo. D. Feidt & Co., to supply your mint with 1000 pounds of fused borax, at $17.25 per 100 pounds, it being understood that this is the lower of two bids received.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

November 12, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Bill of the American Railway Express Company, #H/9/12846, amount $0.57, covering express charges on 1 box gold Life Saving Medals, Philadelphia, Pa., to Washington, D. C., September 17, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation.

Respectfully,

M M O'Reilly

Acting Director of the Mint.

f
enc

November 12, 1925.

ALL MINT SERVICE INSTITUTIONS   IMPORTANT

Sirs:

I am transmitting herewith copies of the new Certificate of Ownership required to be used in connection with gold presented to United States Mints or Assay Offices not bearing the official mark of a friendly nation. This Certificate will take the place of the one forwarded with Bureau letter of January 25, 1921.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

November 16, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

This will confirm telephone communication of today authorizing you to break joint seal on compartment No. 2, working vault, for the purpose of withdrawing $2.50 gold pieces. It is understood that you are not to restore the joint seal to this compartment for the present.

Respectfully,

R. J. Grant
Director of the Mint.

OR

November 17, 1925.

Superintendent, U.S. Mint,

Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of November 16 you are authorized to purchase from R. B. Seidel, Inc., 246 covers for No. 70 crucibles, at a cost of $0.75 each, it being understood that this is the lowest of three bids received.

Respectfully,

R. J. Grant
Director of the Mint.

November 17, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

The Bureau is not in receipt of your report of silver bullion shipped you from the New York Assay Office November 11th. Such reports should in all instances be promptly made upon your receipt of the bullion giving the fine ounces and value.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

November 17, 1925.

Superintendent, United States Mint,

Philadelphia, Pa.

Sir:

Referring to your letter of November 16 relative to an express charge of 57¢ on one box of Life Saving Medals for the Coast Guard service, it is the understanding of this office that the medals in question had to be returned to the mint for repair. The bill appears to be a just charge against the appropriation of the mint.

Respectfully,

R. J. Grant
Director of the Mint.

rR

November 16, 1925.

ALL MINT SERVICE INSTITUTIONS:

Sir:

The following is quoted from the Digest of Comptroller General Decisions, for your information and guidance:

> Advertising: Other than lowest bid, may not be accepted simply because supplies or materials offered are of better quality, unless quality is determining factor and was so stated in advertisement and quality offered by lowest bidder did not meet specifications.

Respectfully,

R. J. Grant
Director of the Mint.

HM

November 18, 1925.

ALL MINT SERVICE INSTITUTIONS:

Sir:

There are forwarded herewith corrected Certificate of Ownership, to be substituted for the Certificate forwarded with Bureau letter of November 12, 1925. A change has been made in the wording of the fourth line of the Certificate by placing the word "that" before rather than after the clause "to the best of his knowledge and belief."

Please destroy the certificates sent to you with letter of November 12.

Respectfully,

R. J. Grant
Director of the Mint.

November 18, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

The Bureau has received your statement of encumbrances liquidated during the month of October, 1925, but there is not included therein statement of the encumbrances liquidated without cash payments by you, namely, bills which are sent to the General Accounting Office for settlement prior to payment. Will you please forward such statement for the month of October and include in future these items at the time the regular report is made of encumbrances liquidated. It is suggested that these items can be included on the same sheet, or on a similar sheet rather than using the form "Schedule of Payrolls and Pay and Public Vouchers".

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

November 19, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

With reference to your recent requisition for stationery supplies please be advised that the Bureau is informed by the Treasury Bureau of Supply that pads for Bates Automatic Numbering Machines are not properly chargeable to the appropriation for stationery for the Treasury Department. You are thereforeauthorized to procure them from your contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

November 20, 1925.

Superintendent, U.S. Mint,

Philadelphia, Pa.

Sir:

Will you please forward to the Bureau six of the last Presidential medals, in bronze, without cases, which include those from President McKinley to President Coolidge, together with account in the name of Mr. E. F. Bartelt, Division of Bookkeeping and Warrants, and we will deliver the medals to Mr. Bartelt.

Respectfully,

R. J. Grant
Director of the Mint.

November 20, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

The Bureau is still experiencing difficulty in the preparation of its reports to the Treasury Budget Officer on encumbrances liquidated as related to encumbrances previously set up, by quarters. These reports are made for each separate month. In an attempt to obviate these difficulties there is being submitted herewith a sample of a form in which it is requested that future reports be made of encumbrances set up, payments made, and encumbrances liquidated as pertaining to each separate quarter and each appropriation.

It will be noted from the sample form that from the information contained thereon the Bureau will be able to determine the net adjustment pertaining to encumbrances set up for each quarter by taking the difference between the payments made and the encumbrances liquidated by such payments.

Reporting the information in the form herewith will involve discontinuing the use of printed form #998 "Schedule of Encumbrances". Reporting of order numbers in connection with encumbrances set up may be discontinued.

It is requested that if the information already furnished the Bureau concerning appropriation transactions during the period July to October inclusive, has not been sufficient to enable the Bureau to determine the adjustments involved, by quarters, such information be furnished at the time your report is made to the Bureau in the new form for the month of November.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f
inc

(SAMPLE)

APPROPRIATION TRANSACTIONS IN JULY, 1925

propriations and Quarters	Encumbrances set up	Payments	Encumbrances liquidated
laries & Wages -			
rior year 4th quarter....	-- --	$5,236.19	
irst quarter.............	$10,515.26	5,112.98	
ntingent Expenses -			
rior year 4th quarter ...	11.15	2,996.13	$3,029.35
irst quarter	898.01	267.44	250.00
econd quarter			

ENCUMBRANCES LIQUIDATED WITHOUT LOCAL CASH PAYMENT

				Bureau letter
ontingent Expenses--				
Prior year 4th quarter....	$12.29	$12.29	$12.29	July 19
Do	-- --	272.00	185.00	" 16
First quarter	-- --	4.18	4.90	" 24

November 20, 1925.

Superintendent, U.S. Mint,

Philadelphia, Pa.

Sir:

I am enclosing $1.00, for which please forward to the Bureau one bronze medal of Secretary Mellon.

Respectfully,

R. J. Grant
Director of the Mint.

November 21, 1925.

Superintendent, United States Mint,

Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of November 20 you are authorized to purchase from Powers-Weightman-Rosengarten Company, 500 pounds of Cream of Tartar at 22-1/4¢ per pound, it being understood that this is the lowest of three bids received.

Respectfully,

R. J. Grant
Director of the Mint.

November 21, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of November 20 you are authorized to purchase from the Alloys & Products, Inc., 5000 pounds of phosphor-copper, for use in your minor coinage, at 18¢ per pound, it being understood that this is the lower of two bids received.

Respectfully,

R. J. Grant
Director of the Mint.

November 25, 1925.

All Mint Service Institutions:

Please forward as early in December as practicable the usual statement on form 61 of gold and silver receipts during the eleven months of the year, plus estimated receipts during December. Ounces only are required, not values. The estimate for December may be combined with the other figures, or separately stated, as you prefer.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

November 25, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of November 24, and for the reason stated, you are authorized to purchase two Cutler-Hammer open-panel speed regulators, for 1/5 HP motors, at a price of $65.00 each.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

November 25, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of November 24, you are authorized to purchase from M. Segal, 30 dozen pairs of men's chamois golves, at $9.25 per dozen pairs, it being understood that this is the lower of two bids received.

It is also understood that these gloves will be burned when worn out in order to recover whatever precious metal may be adhering.

Respectfully,

W. M. O'Reilly

Acting Director of the Mint.

November 25, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith for payment from the minor coinage profits bills of the American Railway Express Company, as follows:

#H/10/13699, 8/31/25, Philadelphia to St. Louis, $5,000 in cents, $10,000 in nickels	$236.17
#H/10/13512, 9/28/25, Philadelphia, to Jacksonville, Excess value charge (supplemental)	.30
#H/10/14083, 10/4/25, Philadelphia to Birmingham, $1,000 in cents	28.64
#H/10/13909, 10/5/25, Philadelphia to New Orleans, $25,000 in nickels	$305.35
#H/10/13908, 10/14/25, Philadelphia to Chicago, $25,000 in cents	754.29
#H/10/13910, 10/14/25, Philadelphia to St. Louis, $5,000 in cents	139.58
#H/10/14084, 10/17/25, Philadelphia to Louisville, $10,000 in nickels	98.82
#H/10/13911, 10/17/25, Philadelphia to St. Louis, $5,000 in cents	139.58
#H/10/14081, 10/20/25, Philadelphia to Richmond, $20,000 in cents	296.00
#H/10/14080, 10/21/25, Philadelphia to Cleveland, $5,000 in cents	99.90

Respectfully,

M. M. O'Reilly
Acting Director of the Mint.

F

inc

November 25, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of November 24 you are authorized to purchase from Rand, McNally & Co., one copy of the Bankers' Directory, January, 1926 Edition, at a cost of $15.00. It is understood that Rand, McNally & Co. is the publisher of this volume.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

This volume is needed for official use.

Approved:
(Sigd) C. S. Dewey
Assistant Secretary

Amended as in pencil
in Sept. 1926
F

November 25, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to $20.72, covering insurance on shipments of minor coin, valued at $425,000.00 during the month of October, 1925.

Checks should be drawn in favor of the payees, and in the amounts indicated on reverse of voucher, and should be forwarded to Marsh and McLennan.

Respectfully.

M. M. O'Reilly

Acting Director of the Mint.

F
inc

November 25, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith for payment from the minor coinage profits bills of the American Railway Express Company, as follows:

#H/10/14276, 10/12/25, Philadelphia to Jacksonville, $5,000 in nickels	$50.01
#H/10/14278, 10/16/25, Philadelphia to Jacksonville, $5,000 in cents	144.75
#H/10/14275, 10/17/25, Philadelphia to Jacksonville, $10,000 in nickels, $10,000 in cents	389.42
#H/10/14274, 10/19/25, Philadelphia to Birmingham, $2,000 in cents	57.29
#H/10/14269, 10/19/25, Philadelphia to Detroit, $10,000 in cents	241.20
#H/10/14273, 10/21/25, Philadelphia to Brimingham, $5,000 in nickels	49.46
#H/10/14270, 10/23/25, Philadelphia to New Orleans, $5,000 in cents	179.25
#H/10/14277, 10/23/25, Philadelphia to Jacksonville, $10,000 in nickels	99.92

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

f
inc
F

November 27, 192[illegible].

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of November 25 you are authorized to purchase from the Vesuvius Crucible Company, 300 #70 special crucibles at $9.40 each, less 1% discount, it being understood that this is the lowest of four bids received.

Respectfully,

R. J. Grant
Director of the Mint.

November 28, 1925.

Superintendent, United States Mint,
    Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of November 27, you are authorized to purchase 20,000 pounds of slab zinc, "Horsehead" brand, from the U.S. Smelting Works, at $0.1106 per pound, it being understood that this is the lower of two bids received.

Respectfully,

R. J. Grant
Director of the Mint.

OR

November 27, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith please find one copy each of your regular accounts current for the months July, August, and September, for amendment as per pencil notations thereon. With regard to the July account current please note that the amount of $8.00 shown as having been collected on account of charges on rejected bullion deposits has been included under the miscellaneous receipt subhead "Deductions on bullion deposits" as per explanation given in Bureau letter of September 15th concerning the use of the new monthly accounts current. While these charges are collected in cash and are not, strictly speaking, deductions on bullion deposits, they are analagous to other charges carried under that heading, and including them therewith avoids the necessity of carrying an additional miscellaneous receipt sub-heading for small amounts on the books of the Treasury. Also please note the reduction, in amount $216.66, of expenditures for salaries and wages; this amount is carried on reverse of the account current under the heading "Analysis of Balances due U. S." as "Deferred credits". With reference to the September account current please note that the item of gain on recoinage of uncurrent minor coin, $1,331.87, has been combined with other coinage profits on the line provided therefor. Attention is invited to the typed data on reverse of accounts current under the heading "Treasury deposits", with the suggestion that it will be much easier to identify these items with those appearing on the face of the accounts current if they are explained in terms of the printed lines on which they appear on the face of the account current, and it is suggested that this procedure be followed in future. The sources of these items can be readily determined from the "Schedule of Collections". As regards the items in the "Cash account" on reverse of the regular account current but little attention will be given same by this office, unless the General Accounting Office features a careful audit thereof. Suggestion is made, however, that the data contained therein be sufficiently detailed and described so that it may be known by non-mint-trained persons whether payments constitute disbursements or deposits in the Treasury.

Also inclosed please find one copy each of your "Schedule of

Collections" for the months July, August, and September, for amendment per pencil notations thereon. The several items collected as appropriation reimbursements should be totaled to show the amount credited to each appropriation, as it appears on the face of the account current. Please note that the right hand column should contain the name of the receipt subheading of Miscellaneous Receipt collections as printed on face of the account current. This will enable quick identification of the items and permit their ready location on the face of the account current. Particular reference is made to the manner of showing on September Schedule of Collections, the amount collected and amounts deposited under the miscellaneous receipt subheading "Coinage profits - seigniorage".

It is noted from copies of letters accompanying your accounts that two items of $3,000 each were advanced to you under the appropriation "Contingent expenses, Public Moneys" by Treasury warrants dated September 28 and 30, but that these amounts were not taken into your September account current, because you did not receive notice until in October. Since the warrants were dated in September the General Accounting Office will take them into consideration in settling your September account and will doubtless show the amount of $6,000 on your statement of differences. It is noted that these advances appear on your October account current.

Herewith find one copy of your Special Deposit Account current for the month of September, which has been amended under the heading "Cash Account" to include the receipts, with deposit of same to your checking credit. Kindly insert the appropriate dates in the date columns.

Attention is invited to the heading "Inclosures" on each of the accounts current. The information to be given here is not necessarily the itemizing of the papers which actually accompany the account current to this office, but itemization of the vouchers and schedules which have been forwarded or are being forwarded by you to support the account current. This information is for quick checking by the receiving clerk in the General Accounting Office, that he may know whether inclosures presumed to be present are present. For example, on your bullion account current for the month of September amendments under the heading of inclosures have been made as follows:

"Abstract of bullion deposits (10 sheets) with vouchers
  for gold and deposits #1059 to 1461, and silver purchases #1 to 9.
4 forms #193, acquisition and disposition of metals.
3 assayers reports on surplus bullion.
August deposit certificate #1010 paid in September."

The following items have been eliminated: "1 schedule gold bars exchanged" which pertains to the regular account in support of the charges collected on bars sold, and "5 schedules bullion and metals". Payrolls, as well as public bills, also assay reports, deposit certificates, etc., are included in the term "vouchers".

With reference to the charges collected on gold bars sold, reference is made to the new table of charges effective July 1st, last, with request for information whether the rates imposed should not have been higher than 5¢ per $100.00.

Attention is also invited to the July abstract of bullion deposits, whereon appears 3 items of rejected deposits calling for collection of $12.00 in charges, while only $8.00 appear to have been collected, as per account current.

The assay contents of gold, silver, and base metal in September deposit #1099, when added, give only 999½ thousandths; presumably the base content should be ½ thousandth greater than shown since computation seems to indicate the correctness of the fineness of gold and silver; please advise as to this.

The parting and refining charges collected from R. Stern on September deposit #1355 evidently should have been 19¢ instead of $1.86; refund may be made to Mr. Stern on a subsequent deposit if this is practicable. Sufficient data should be given in connection with any refund to enable tracing the item.

With reference to the memo analysis of bullion balances at the end of each month and location of the metal in the institution, it is requested that in future these be placed on letter size paper instead of on small, very thin slips, as the latter are difficult to file and keep in condition for ready reference.

July public voucher #724 in favor of J. Sellers Pennock Company for repairing lead floor is accompanied by accepted proposal for work to cost $43.00. An extra charge of $20.00 appears on the voucher but no adequate explanation is given. Please forward justification for this additional charge, which presumably covers service procured under methods "4-a", and "C". This considerable extra charge should be fully justified in order to avoid suspension by the General Accounting Office.

August public voucher #20 includes (3rd item) 100 watt, 220 volt lamps at a charge of 66¢ each, while the correct charge for such lamps appears to be 39¢ each (see item 15230 General Supply Schedule). The unit price of 66¢ appears to be that for 200 watt lamps with enameled bowls, item 15232, General Supply Schedule. Explanation is requested.

It is requested that the bullion abstract sheets and vouchers, also the appropriation disbursement schedule and vouchers, be forwarded in future as promptly as possible after the close of each month rather than being retained until the complete accounts current can accompany them. This procedure will give the Bureau more time for making its examination.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f
inc

November 28, 1925.

Hon. Freas Styer,
Superintendent, U.S. Mint,
Philadelphia, Pa.

Dear Mr. Styer:

Referring to our conversation of yesterday in regard to the retirement of Mr. Patrick Costello, and to your request that Mr. Costello be allowed 30 days vacation for the calendar year 1925, I have to advise you that we will have to turn this down as Mr. Costello is only entitled to 2½ days for each calendar month he actually worked. This you can figure up from the payroll and allow him accordingly.

Respectfully yours,

R. J. Grant
Director of the Mint.

December 3, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Requisition has been approved for advance to you the following to meet the expenses of your institution during the fiscal year 1926.

Salaries and Wages, Mint at Philadelphia, 1926 . . .	$ 60,000.00
Contingent Expenses, Mint at Philadelphia, 1926 . .	10,000.00

The $300.00 Freight on Bullion and Coin, Mints and Assay Offices, 1926, has been eliminated due to the fact that the apportionments for the quarters ending December 31, 1925, are limited. Renewal of this request on requisition for January will be considered.

Respectfully,

R. J. Grant,
Director of the Mint,

P.

75

December 3, 1925.

Superintendent,
U. S. Mint.
Philadelphia.

Sir:

Bill 160825/25 of the Central Railroad Company of New Jersey, covering freight charges 294 bags of mint sweeps, Philadelphia, Pa., to Newark, N. J., April 29, 1925, in amount $124.73, has this day been forwarded to the General Accounting Office for settlement, payable from your 1925 Contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

R.

December 3, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Will you please prepare and forward to the Mints at Denver and San Francisco the following coinage dies for the calendar year 1926:

Denver	-	Dollar	15	Obverse		
		Dime	15	"	10	Reverse
		Nickel	10	"	10	"
		Cent	20	"		
San Francisco	-	Dollar	20	"		
		Dime	5	"	5	"
		Nickel	10	"	10	"
		Cent	10	"	10	"

Respectfully,

R. J. Grant
Director of the Mint.

December 7, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Will you kindly refer to your report "Appropriation transactions in November 1925", the original of which recently was received by the Bureau? Further information is required in order that we may have a correct understanding of the second division "Encumbrances liquidated without local cash payment".

It is not understood, with regard to the first quarter items of $1.50 set up. $1.04 payment, and $1.50 liquidated, why, if no encumbrance had been set up until notice had been received from this office of payment, an amount differing from that paid should be stated as having been set up and liquidated. The natural presumption under such circumstance would be as per the sample of report which accompanied Bureau letter of November 20th, wherein the three items of amounts set up, paid, and liquidated, were identical.

With reference to the two second quarter items - $1.60 and 57¢ - reported in the "Payments" column, it is not understood whether encumbrances had been set up at any time for these items, because no indication has been given of amounts of "encumbrances liquidated" pertaining to such items, as per sample of report which accompanied Bureau letter of November 20th. Possibly the encumbrances liquidated pertaining to these two items are included in the item of $7,594.90 contained in the first section of report as encumbrances liquidated pertaining to the second quarter contingent appropriation. Please advise if such is the case. If in future it is desired to report such items in this way a reference mark should be given in the column "Encumbrances liquidated" - (without local cash payment) opposite each item of this character and explanation made at foot of report that "Amounts liquidated are reported as such in first section of this report".

The Bureau's understanding will be, in all instances, that where no encumbrances are contained in the column "Encumbrances set up" pertaining to "Encumbrances liquidated without local cash payment", that the appropriate encumbrances have been reported in the first section of the report, and as pertaining to their appropriate quarters.

If previous monthly reports, for the 1926 appropriations, have
ot been made on the basis of providing correct net status of the ap-
priations as affected by transportation liabilities and liquidations,
lease advise of such adjustments as will give that status.

Respectfully,

R. J. Grant,
Director of the Mint.

bf

Office of the Assistant Secretary

Washington, December 5, 1925.

The Honorable,
The Director of the Mint.

Sir:

Careful consideration has been given to request in letter of October 23, 1925, from the Superintendent of the Mint at Philadelphia, addressed to you and referred to this office, making request that insurance be placed by the Treasury on transfers of currency made by the Treasurer of the United States through the Federal Reserve Bank of Philadelphia to the Philadelphia Mint.

I note from the Superintendent's letter that the Federal Reserve Bank permits him to use its armored car and guards, and that the funds are well protected when being so transferred, but that he feels additional protection is needed on account of the number of holdups of bank armored cars while transporting funds between banks and business concerns.

The Treasury does not place insurance on public moneys delivered from one place to another within the same city. The reasons for the request are also applicable to cases of disbursing officers of the Government obtaining public funds from depositary banks on their official checks to make cash payments for payrolls and other purposes. In such cases no insurance is palced on the funds from the time they are received by the disbursing officer until they reach his office. I understand that the transfers referred to are not large in amount nor of very frequent occurrence. In the circumstances, therefore, there would appear to be no necessity for an exception to be made in this case, and especially so on account of the use by the Mint of the bank's armored car and guards.

By direction of the Secretary.

Respectfully.

C. S. Dewey
Assistant Secretary of the Treasury.

Bureau of the Mint, December 9, 1925.

Respectfully referred to the Superintendent, United States Mint, Philadelphia.

Director of the Mint.

DR

Copy

House of Representatives

December 9, 1925.

My dear Mr. Grant:

Pursuant to our recent conversation, I am hereby entering in a more formal way my order for fifty bronze Norse-American Centennial medals, silver-plated, said medals to be sent directly when ready to T. Oas, Treasurer, Norse-American Centennial, Inc., Midland National Bank Building, Minneapolis, Minnesota. The cost of the medals to be four dollars each, including the triple silver plate, and exclusive of the three hundred dollars for the cost of the dies.

The Centennial Committee has turned over to me the remaining hundred medals with the understanding I am to pay for them at the Mint as they are withdrawn. Out of these hundred I am therefore asking now for fifteen bronze medals, ten of them to be silver plated, and five to be the plain bronze. I shall send the money for these fifteen medals to the Mint, so they may be sent directly to me at this address when they are ready.

With repeated thanks for your cooperation and your courtesy in this and in many other matters, and with personal good wishes.

Very sincerely yours,

(signed) O. J. Kvale

Hon. Robert J. Grant,
Director of the United States Mint,
Treasury Department, D.C.

Bureau of the Mint, December 10, 1925.

Respectfully referred to the Superintendent, United States Mint, Philadelphia.

Director of the Mint.

December 10, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendation contained in your letter of December 9 you are authorized to purchase 25 dozen pairs of men's working gloves, made with heavy buckskin palms and split leather backs, from Streeter, Hackney Co., at $7.50 per dozen pairs, it being understood that this is the lowest of three bids received.

It is further understood that these gloves when worn out are burned to recover any precious metals that may adhere to them.

Respectfully,

R. J. Grant
Director of the Mint.

December 10, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Replying to your letter of December 9 requesting authority to purchase from the International Time Recording Co. 200 of their form #6130, will you please forward to the Bureau a specimen of this form in order that we may make an effort to procure them from the Government Printing Office, as required by Government regulation. If, upon application to the Government Printing Office, it is found they are not able to supply these forms in satisfactory condition you will be advised.

Respectfully,

R. J. Grant
Director of the Mint.

83

Superintendent,
United States Mint,
Philadelphia, Pa.

December 11, 1925.

Sir:

With reference to your accounts for the month of October, I have to request that voucher be forwarded to support purchase of silver from the Government of Peru, to the value of $2,159.14.

Also please forward return registered mail receipt card covering cash payments to George Lysell on deposits #1536 and #1887.

It is noted that bar charges on gold bars sold were imposed at the rate of 5¢ per $100 instead of at the rates effective as of July 1, 1925.

It is noted from voucher #163 in favor of the Scoville Manufacturing Company that delivery was made of 347½ pounds nickel blanks with notation "no charge". Please advise why this metal was not taken into the accounts.

Herewith find accepted proposal pertaining to voucher #151 in favor of the United States Smelting Works with request that the certificate of authority of the representative of the smelting company to sign for the company, be signed. Also please find inclosed purchase orders pertaining to vouchers #165 and #761, for signature of the Superintendent.

Reference is made to payroll account of Viola M. Stites, clerk at $1500 per annum. On the payroll for the last half of September Miss Stites is shown to have been absent without pay for two hours; correct deduction for 2/7ths day is $1.19, which would make an excess payment to Miss Stites of 8¢. On payroll for the first half of October she is shown to have been absent without pay, 4/8ths day; presumably this should have been four hours, the correct deduction for 4/7ths of a day being $2.30, making an overpayment of 22¢.

Herewith please find schedule of collections for amendment as per pencil notations, so as to clearly show the relation of collections and deposits, where they differ.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f
inc

December 11, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Returned herewith please find your letter of December 10th and time clock sheet forwarded therewith, the letter endorsed to authorize purchase of time clock sheets from the manufacturer. It is requested that in future, these sheets be procured without reference to this office, and that copy of your letter of December 10th, with Bureau endorsement thereon of the 11th, accompany each voucher in payment of such purchases.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f
inc

December 11, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

In accordance with the recommendations contained in your letter of December 9 you are authorized to purchase from the Metal Sales Corporation 200,000 pounds of best grade electrolytic copper at $0.14275 per pound, this being the lowest of four bids received, it being understood that 10% of the copper is to be in small ingots.

You are also authorized to purchase from the U. S. Smelting Works 3,000 pounds of "Straits" bar tin, at $0.6375 per pound, this being the lower of two bids received.

Respectfully,

R. J. Grant
Director of the Mint.

December 12, 1925.

Superintendent,
U. S. Mint,
Philadelphia, Pa.

Sir:

Your letter of December 10, regarding appropriations transactions in November 1925, received. I am enclosing herewith a corrected statement of the transactions (as now understood) at your mint for November, prepared to conform with directions in Bureau letter dated November 20, with accompanying form and pencil notations thereon. It will be noted that the item $1.50 has been eliminated from the column "encumbrances set up" (in November) because encumbrance had previously been set up in September and accordingly reported, therefore should not be duplicated. The $1.50 "encumbrance liquidated" is understood to be in addition to $767.80 reported in the first section above as liquidated by payments of $720.11 for the first quarter.

Items $1.60 and $.57 have been shown as additional encumbrances because, according to Par. 2 of your letter of December 10, no encumbrances have ever been set up for these items. They are now necessarily set up, in addition to the $10,681.78 above, as the contra of the amounts stated by you to be included in $7,594.90 liquidated. It is necessary that encumbrances be set up if they are to be liquidated. It will be noted that the items $1.60 and $.57 have been deducted from the $7,594.50 and placed opposite the "payments" items that liquidate them. The Bureau will amend its records to conform with the above and it is suggested that your records be likewise amended.

As regards the $.50 and $.42 mentioned in last two paragraphs of your letter of December 10, will you please advise whether these items have been reported to the Bureau as "encumbrances liquidated". It is noted that they have not been reported as "set up".

Respectfully,

R. J. Grant,
Director of the Mint.

P.

December 12, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

This letter will be authority for you to proceed with the coinage of 1,500,000 silver one sol pieces for the Government of Peru.

It is understood that the charge to be imposed for this coinage is $10.50 per 1000 pieces, and that this charge includes the cost of working dies but does not include the cost of metal or the cost of kegs for shipment.

The representative of the Government of Peru has been advised that this coinage can be undertaken shortly after the new year.

It is also understood by this Bureau that the National Bank of Commerce is the agent of the Peruvian Government to receive and make payment for the coins at the Mint.

Respectfully,

R. J. Grant
Director of the Mint.

December 12, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

It is noted from your report on Form 61A of deposits and purchases of gold and silver for the 11 months ending with November, 1925, that the reported receipts of gold from Georgia and North Carolina are very (10 times or more) much in excess of their production in recent years. In view of this, will you kindly have your records reviewed for verification purposes? The Bureau does not wish to report such material increases for these states without being sure of its position.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

December 14, 1925.

Superintendent,
U. S. Mint.
Philadelphia, Pa.

Sir:

Information is requested as to whether or not the $1.50, amount of C/D No. 83637, and forwarded to this office with your letter of Notification of Certificates of Deposit Forwarded to the Secretary of the Treasury, is properly credited to the Salaries and Wages, Mint at Philadelphia, 1926, appropriation instead of the Contingent Expenses, Mint at Philadelphia, 1926, in view of the fact that silver was contained in the metal sold.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

P.

December 14, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith for payment from the minor coinage profits, bills of the American Railway Express Company, as follows:

#H/11/14734, 10/27. Phila. to Detroit, $30,000 in nickels, $10,000 in cents		$492.30
#H/11/14735, 10/26, Philadelphia to Memphis, $5,000 in cents		96.19
#H/11/14736, 10/10, Philadelphia to Memphis, $10,000 in nickels, $2,000 in cents		174.00
#H/11/14737, 9/30, Philadelphia, to Memphis, $10,000 in nickels, $2,000 in cents		174.00
#H/11/14738, 10/29, Philadelphia to Chicago, $25,000 in cents		654.65
#H/11/14739, 10/31, Philadelphia to Chicago, $25,000 in nickels		227.65
#H/11/14740, 10/20, Philadelphia to Cincinnati, $5,000 in cents		115.43
#H/11/14741, 10/21, Philadelphia to Cincinnati, $15,000 in nickels		121.63
#H/11/14743, 10/24, Philadelphia to Birmingham, $2,000 in cents	$57.29	
#H/11/14743, 10/26, Philadelphia to Birmingham, $2,000 in cents	57.29	114.58

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

f

December 15, 1925.

Superintendent, U.S. Mint,
Philadelphia, Pa.

Sir:

I am enclosing sketch of the Sesquicentennial half dollar, received through the Fine Arts Commission from Mr. Asher C. Baker, Director in Chief of the Sesquicentennial International Exposition Commission. The sketch has the approval of the Fine Arts Commission.

The sketch was submitted to the Secretary of the Treasury for opinion as to its general merits. It was later submitted to the President for his consent in regard to the use of his portrait on a coin. The Bureau is today in receipt of instructions from the Secretary's office stating the President approves the use of his picture on a coin, but wishes to see the plaster cast before the dies are made.

It is understood that the sketch is one made by Mr. Sinnock, the Engraver of the Mint, and you are requested to issue to him the proper instructions.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

December 16, 1925.

Mr. F. H. Chaffin, Asst. Superintendent,
United States Mint,
Philadelphia, Pa.

Dear Mr. Chaffin:

Referring to your telephone inquiry, it is found that clerks are required to work from 9 to 4:30, which is regarded as a seven-hour day, the half hour for lunch not being included.

In the case of workmen the hours are from 8 to 4, and this is regarded as an eight-hour day, with the half hour for lunch included.

I have made inquiry at the Division of Appointments, the office of the Chief Clerk, and from the timekeeper at the Bureau of Engraving and Printing, and find that the time regulations are as stated above.

A per annum clerk absent one hour in the day would have to have pay deducted for one-seventh of the day.

Respectfully,

M. M. O'Reilly

December 18, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith for payment from the minor coinage profits, bills of the American Railway Express Company, as follows:

#H/11/14993, 11/5/25, Philadelphia to Chicago, $25,000 in nickels		$227.65
#H/11/15210, 11/11/25, Philadelphia to Chicago, $25,000 in nickels		260.82
#H/11/15211, 11/9/25, Philadelphia to Cincinnati, $5,000 in cents		115.43
#H/11/15212, 11/9/25, Philadelphia to Cleveland, $5,000 in cents		99.90
#H/11/15215, 11/7/25, Philadelphia to Jacksonville, $5,000 in cents	$144.75	
#H/11/15213, 11/3/25, do	144.75	289.50
#H/11/15214, 11/4/25, Philadelphia to Jacksonville, $10,000 in nickels		114.74

Respectfully,

Director of the Mint.

f
inc

December 18, 1925.

Superintendent, United States Mint,
Philadelphia
~~San Francisco, California.~~

Sir:

Please forward to the United States Mint at San Francisco fifty ounces of proof gold. (Confirming telephone communication).

Respectfully,

R. J. Grant
Director of the Mint.

December 19, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Herewith find voucher #163 of the Scoville Manufacturing Company for nickel blanks furnished you in October. Will you please have this voucher replaced by one which will not include the item of 347½ lbs. blanks for which there was no charge, and forward same at as early a date as practicable?

Respectfully,

R. J. Grant,
Director of the Mint.

F:f
inc

December 21, 1925.

To All Mint Service Institutions.

Sirs:

Some of the mint service institutions have been filing return registry receipt cards in support of payments (for bullion) delivered by registered mail. In order that the service practice may be uniform it is requested that, in future, delivery of bars or cash by express or registered mail in payment for bullion deposits be supported by original of depositor's authority for such method of transmitting payment, and by receipt of the express company, or postmaster, as pertinent.

In the case of registry, return card evidencing delivery is not considered essential. If we have the authority for method of payment used, and receipt of the carrier, evidence of delivery by the carrier to addressee is not essential to clear our liability; and the extra expense of obtaining return receipt card on registered package, also the additional trouble involved in procurement thereof, will be avoided.

Neither is it considered essential that the depositor name a particular express company to act as his carrier; but if an express company, other firm or an individual, is to act as agent in making a deposit and receiving payment, the agent must be specifically named.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

December 21, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

Referring to injury sustained by Albert Augustus, is it your intention to forward a claim for pay lost by him through the injury, and if so will you please execute and forward form C.A. 4. This has been suggested by the officer in charge of the United States Employees Compensation Commission cases.

Respectfully,

R. J. Grant
Director of the Mint.

GR

December 22, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to $10.48, covering insurance on shipments of minor coin, valued at $215,000.00, during the month of November, 1925.

Checks should be drawn in favor of the payees, and in the amounts indicated on reverse of voucher, and should be forwarded to Marsh and McLennan.

Respectfully,

R. J. Grant,
Director of the Mint.

f
inc
7

December 23, 1925.

Superintendent, United States Mint, Philadelphia,
Superintendent, United States Mint, Denver
Superintendent, United States Mint, San Francisco
Superintendent, U.S. Assay Office, New York City.

Sir:

The Chief Clerk's office has requested information regarding the quantity of each of the following insecticides your office uses annually:

Lead Arsenate
Calcium Arsenate
Paris Green
Lime Sulfur Solution

As the compilation of this information has been inadvertently delayed, it is important that replies reach this office as soon as possible, and the Bureau will greatly appreciate it if you will give the matter your immediate attention.

Respectfully,

R. J. Grant
Director of the Mint.

December 23, 1925.

Superintendent, United States Mint,
Philadelphia, Pa.

Sir:

I am enclosing $1.00 for the medal of President Wilson forwarded by you to the Bureau, which was received today.

Respectfully,

R.J. Grant
Director of the Mint.

December 24, 1925.

Superintendent,
United States Mint,
Philadelphia, Pa.

Sir:

Bill of the Pennsylvania Railroad Company, in amount $1.29, covering freight charges on 1 box stationery and 1 box ink, Washington, D. C. to Philadelphia, Pa., November 21, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your contingent appropriation (1926).

Respectfully,

R. J. Grant,
Director of the Mint.

f

December 30, 1925.

Philadelphia, Pa.

Philadelphia, Pa.,

H/11/15655	11/4	New Orleans, La.	$25,000		$351.26
H/11/15654	11/21	Louisville, Ky.		$2,000	51.08
H/11/15653	11/14	"	10,000		101.82
H/11/15652	11/24	Richmond, Va.		10,000	148.05
H/11/15651	11/21	Chicago, Ill.	25,000		227.65
H/11/15650	11/19	"		25,000	654.65
H/11/15649	11/21	Detroit, Mich.	30,000		289.77
H/11/15646	11/10	Chicago, Ill.		25,000	654.65
H/11/15431	11/9	Detroit, Mich.		10,000	376.00
H/11/15869	11/11	Jacksonville, Fla.	10,000		99.92
H/11/15870	11/18	"	10,000	5,000	280.84

M. M. O'Leary

Acting

San Francisco
1925.

January 2, 1925.

Superintendent, U. S. Mint,
San Francisco, California.

Sir:

Referring to my letter of December 31, relative to the coinage to be executed at your Mint for the Government of Salvador, I would suggest that before you undertake preparation for this coinage in the way of purchasing metals you confer with Dr. Don Salvador Rodriguez, Consul of Salvador, 341 Montgomery Street, San Francisco.

The charges to be collected for coinage do not include the cost of kegs or containers for shipping, but do include the cost of bags. This matter should also be made clear to the Consul.

Respectfully,

R. J. GRANT
Director of the Mint.

January 3, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925:

Salaries - - - - - - - - - -	$ 4,788.00
Wages of Workmen - - - - -	16,500.00
Contingent Expenses- - - -	3,500.00
Total - -	$24,788.00

Respectfully,

R. J. Grant
Director of the Mint.

e

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

NIGHT LETTER

Washington,

January 7, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Purchase of Remington typewriters in accordance with your letter December 31 approved

Acting Director of the Mint.

Contingent Expenses, Mint Bureau, 1925.

OFFICIAL BUSINESS.
GOVERNMENT RATES
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR Contingent Expenses, Mint Bureau, 1925.
The appropriation from which payable must be stated on above line.

DEPARTMENTAL STOCK FORM 2125

2—5735

January 8, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Bill of the American Railway Express Co., amount $3.74, covering express charges on 10 obverse quarter dollar dies, nos. 161 to 170 and 15 reverse quarter dollar dies, nos. 166 to 180, Philadelphia, Pa. to San Francisco, Cal., November 20, 1924, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e

January 10, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

My dear Mr. Kelly:

I have your letter of January 5 asking us to obtain a set of small assay weights for your mint.

I have thought that it would be very satisfactory to invite proposals and obtain the weights from the manufacturers of the balances you will use, and when you have made the purchase, the weights could be sent to Washington to be transmitted to the Bureau of Standards for adjustment.

Respectfully,

R. J. Grant,
Director of the Mint.

January 12, 1925.

Superintendent, U.S. Mint,
San Francisco, California.

Sir:

Please be advised that on January 10 this office accepted the proposal of the International Nickel Company to furnish your mint with approximately 1600 pounds of nickel at .32½¢ delivered to the mint building. The nickel is to be shipped by water freight and will therefore not reach your mint until some time early in February. It is presumed that you can proceed with the bronze coinage for Salvador in the meantime.

Respectfully,

R. J. Grant
Director of the Mint.

WR

January 12, 1925.

Superintendent, U.S. Mint,
San Francisco, California.

Sir:

Referring to your letter of January 6 suggesting that the earnings from the Salvador coinage be divided equally between wages and the contingent fund, your recommendation is approved, it being understood that at least one-half of the earnings for this coinage will be required to furnish supplies and cover other costs in connection with the coinage which are a proper charge against your contingent fund.

Respectfully,

R. J. Grant
Director of the Mint.

January 15, 1925.

Hon. M. J. Kelly,
Superintendent, U.S. Mint,
San Francisco, California.

Dear Mr. Kelly:

The Department is pushing us very hard for gold coinage. The amount of gold coin in relation to the amount of bullion on hand is out of proportion and in order that the Treasury Department may issue more gold certificates it is necessary that we get out more gold coin. For that reason I would like to have you push your coinage of double eagles to capacity. I appreciate the fact that your capacity depends upon your five adjusting machines, and I hope you will be able to get out not less than 10,000,000 per month from now until settlement time. The subsidiary and minor coinage is a secondary consideration at the present time and is only used to fill in and keep your crew employed, so I would like to have you pay particular attention to the gold coinage.

I had a long talk with Senator Shortridge a few nights ago and he brought up the matter of Assayers again. He is going into that matter thoroughly and will do everything he can to get more action at an early date. As I wrote you in a former letter the matter is not as simple as it looks and must be handled very carefully.

The appropriation bills for the Bureau have been passed by the House and Senate. We asked for $10,000 extra for your contingent fund and compromised on $7,500. Your salaries and wages will be the same as last year.

With kindest personal regards to you all, I remain,

Respectfully yours,

Director of the Mint.

January 17, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Bill of the Southern Pacific Company, amount $24.89, covering freight charges on 3 bales, 1,500 no. 1 coin bags, Philadelphia, Pa. to San Francisco, Cal., October 22, 1924, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

e

January 19, 1925.

uperintendent, United States Mint,
San Francisco, California.

epartment in urgent need additional gold coinage for certificate issues Hope u will be able to coin ten million this month

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1925.

January 20, 1925.

Superintendent, United States Mint,
San Francisco, California.

Please wire today deliveries gold coin from and including January thirteenth to close business last night and wire delivery gold coin each day until further instructed

O'Reilly

Acting Director

Cont. Ex. Mint Bureau, 1925.

January 20, 1925.

Superintendent, United States Mint,
San Francisco, California.

Authorized accept American Smelting Refining bid covering four hundred twenty seven sacks sweeps

O'Reilly

Acting Director

Cont. Ex. Mint Bureau, 1925.

January 21, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bills of the American Railway Express Co., totaling $901.79, covering shipments of $10,000 in nickels and $30,500 in cents during the month of December, 1924.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

c
enc.

January 22d, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

The following bills of the American Railway Express Company have this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

1 box, 3 doz. grippers and 3 doz. journal screws for same, Phila., Pa. to San Francisco, Dec. 5, 1924 - - - -	$ 1.20
1 box, 4 platinum boiling pans, New York, N. Y. to San Francisco, Dec. 9, 1924 - -	5.72
1 box, U. S. nickel dies, Philadelphia, Pa. to San Francisco, Dec. 4, 1924 - - - -	3.04
Total- -	$9.96

Respectfully,

Acting Director of the Mint.

e

January 23, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to $0.63, covering insurance on shipments of minor coin, valued at $13,000.00, during the month of December, 1924.

Checks should be drawn in favor of the payees, and in the amounts, indicated on reverse of voucher, and should be forwarded to Marsh and McLennan.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
e

January 24, 1925.

Hon. M. J. Kelly,
Superintendent, U.S. Mint,
San Francisco, California.

Dear Mr. Kelly:

I have your letter of the 16th enclosing bills for assaying ore samples for the Forest Service and the General Land Office. We will pass these bills along and try to get them paid, or get credit for them.

The Bureau of Mines, Interior Department, has an experimental station at Reno where assays of ore are made, and I know of no reason why the Forest Service and Land Office cannot have their assays made there in their own Department. Unless for some special reason, I would suggest that you do not make any more assays of ore samples. In this matter you will have to use a little judgment, but there is no reason why we should be doing work for another Department when the work can be done in that Department.

In regard to the coinage of double eagles, as I explained in a former letter, the Treasury Department is after us all the time for more double eagles. The demand for gold certificates is great and these certificates cannot be issued except in proportion to the amount of gold we coin. For that reason I am going to ask you to force your production to a safe limit and I wish you would write me at once and let me know how much your production could be increased provided you put the automatic scales on a 12-hour basis, and without adding to your force.

Respectfully yours,

Director of the Mint.

January 26, 1925.

Superintendent, U.S. Mint,
San Francisco, California.

Sir:

The Ross-Tacony Crucible Company, Tacony, Philadelphia, have requested to be advised of the bids received in connection with recent purchase by you of crucibles.

Will you please forward a synopsis of the bids, together with award, in order that your letter may be forwarded to the Ross-Tacony Crucible Company.

Respectfully,

R. J. Grant
Director of the Mint.

January 27, 1925.

Hon. M. J. Kelly,
Superintendent, U.S. Mint,
San Francisco, California.

Dear Mr. Kelly:

I am anxious to know the exact cost to your mint of coining the Salvador coins, the cost to include everything except overhead. The cost of the dies will be added at this end.

Please see that the cost is properly kept track of as you proceed with the work and report when the coinage is complete.

I would like to get your figures to compare them with the charges of the Philadelphia Mint with a view to determining whether we are making the price proportionately high on this coinage. Of course you understand this is confidential and the figures are in no way to be used for the agent of the Salvador Government.

Respectfully,

R. J. Grant

Director of the Mint.

TR

January 30, 1925.

Night

Superintendent, United States Mint,
San Francisco, California.

Replying telegram satisfied if you deliver five hundred thousand dollars double eagles and proceed with Salvador coinage.

Grant
Director

Cont. Ex. Mint Bureau, 1925.

—5733

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington,

January 31, 1925.

Superintendent Mint,
San Francisco, Cal.

Coining eleven million dollars double eagles and running overtime where necessary how many silver dollars can you coin in February. What amount of silver fund would be required to cover cost silver coinage. Wire answer today.

Grant

Director.

Cont. Ex. Mint Bureau 1925.

OFFICIAL BUSINESS.
GOVERNMENT RATES
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR --
The appropriation from which payable must be stated on above line.

DEPARTMENTAL STOCK FORM 2126

2—5733

February 3, 1925.

Two separate messages

Superintendent, United States Mint, San Francisco, California.
Superintendent, United States Mint, Denver, Colorado.

Discontinue daily telegrams of coinage but continue daily deliveries of gold

Grant
Director

Cont. Ex. Mint Bureau, 1925.

February 5, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925;

Salaries - - - - - - - - - - -	$ 4,500.00
Wages of Workmen - - - - - -	16,500.00
Contingent Expenses- - - -	3,500.00
Total- - -	$24,500.00

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e

February 3, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

With reference to your letter of January 26, please be advised that the 10,000 Manila Assay sheets were shipped December 23 via the Panama Canal and were due in San Francisco about January 25. Presumably they have reached you by this time.

On the right hand side of your daily statement for January 28 appears the item "Currency to $4, $3,500,000". On January 29 appears the item "Currency to $5, $5,000,000". These items are very vague but presumably the currency was issued to the Federal Reserve Bank of San Francisco. Will you kindly have future similar items more specifically described?

If you should issue gold bars in accordance with the plan recently adopted for the New York Assay Office and of which you were advised by the Treasurer of the United States, it is requested that the item on the right hand side of your daily statement to this office be indicated opposite approximately the following description: "Certificate bars issued against gold assets deposited in Federal Reserve Bank".

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

February 6, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Bill of the American Railway Express Co., amount $6.14, covering express charges on 1 box, 25 obverse double eagle dies, nos. 1 to 25, Philadelphia, Pa. to San Francisco, Cal., December 16, 1924, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

OR

e

February 9, 1925.

Superintendent, United States Mint,
San Francisco, California.

immediately
Discontinue/until further notice coinage silver dollars

Grant
Director

Cont. Ex. Mint Bureau, 1925.

February 11, 1925.

Superintendent, United States Mint,
San Francisco, California.

Replying telegram proceed with double eagles and Salvador coinage on eight hour basis

O'Reilly

Acting Director

Cont. Ex. Mint Bureau, 1925.

February 14, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Bill of the American Railway Express Co., in amount $6.27, covering express charges on 1 box, 10 pair ten Centavo dies, nos. 1 to 10 and 10 pair five Centavo dies, nos. 1 to 10, Philadelphia, Pa. to San Francisco, Cal., December 30, 1924, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

GR

e

F

February 17, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir;

The following bills of the Southern Pacific Company have this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

1 case envelopes, Rockville, Conn.
to San Francisco, Cal., Nov.4,1924-----$2.35

1 fibre cs paper tags, Framingham,
Mass. to San Francisco, Calif.,
November 7, 1924 -------------------- 2.20

1 carton envelopes, Richmond, Va. to
San Francisco, Cal., Nov.7, 1924------ 2.21
Total-----------$6.76

Respectfully,

M M O'Reilly

Acting Director of the Mint.

e

February 18, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Herewith for payment from the minor coinage profits bill of the American Railway Express Co., amount $125.48, covering express charges on $3,000.00 in cents, San Francisco, Cal. to Seattle, Washington, November 22, 1924.

Respectfully,

W. M. O'Reilly

Acting Director of the Mint.

enc.
e

February 18, 1925.

Superintendent, United States Mint,
San Francisco, California.

Please transfer at once two hundred thousand ounces subsidiary silver bullion at value one thirty six thousand five ninety nine dollars seventy nine cents to Philadelphia Mint and two hundred thousand ounces Pittman silver at two hundred thousand dollars from Philadelphia Mint Ship no bullion Philadelphia being advised

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1925.

February 20, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

The following is brought to attention in connection with the examination of your accounts for the quarter ended December 31, 1924:

Return registry receipt is requested to support cash payment to Dr. L. P. Wallitner, Deposit Certificate #2470.

Deposit Certificate and Receipt for Bullion #2502, D. F. Meiklejohn, are enclosed for amendment and return. Indorsements on Receipt for Bullion, the last being (on back) that of the Bank of Italy, and receipt of McGoldrick for cash payment on Deposit Certificate, do not seem to be in order and are not understood. The handwriting of the indorsements appears to be that of McGoldrick but his connection with the deposit is not clear, especially since his signatures both precede and follow the signature of Meiklejohn on the Receipt for Bullion.

Return registry receipt is requested to support cash payment to H. E. Lindsey, Deposit Certificate #2510.

Deposit Certificate #2644 and Receipt for Bullion, Wells Fargo Bank & Union Trust Co. are enclosed for amendment and return. Indorsement on Receipt for Bullion does not agree with receipt at bottom of Deposit Certificate. If Eugene Clisbee, Jr., is signing for the Wells Fargo Bank & Union Trust Co. the capacity in which he signs should be indicated, as also the name of his principal. If the deposit was indorsed over to him this fact should be indicated above the signature of the Wells Fargo & Union Trust Co. on Receipt for Bullion.

Deposit Certificates and Memoranda of Bullion Received, #2233 and #3033, Charles Dunphy, are returned. Should not these warrants be made in favor of "Charles Dunphy, Agent, Mexican Candelaria Company, S. A.", instead of to "Charles Dunphy" as if they were his personal deposits? From information furnished on form #104b, Bullion Deposits and Mode of Payments, accompanying Deposit Certificate #2233 it appears that Mr. Dunphy is acting as such agent.

Deposit Certificate and Receipt for Bullion, #3220, Ruth A. Knoph, are returned. Receipt for Bullion is made in favor of Ruth A. Knoph and so indorsed while Deposit Certificate is drawn to Ruth A. Knorp but signed Ruth A. Knoph, the signature agreeing with Receipt for Bullion. Kindly have corrections made to bring name of payee into agreement with payee's signature.

Respectfully,

Acting Director of the Mint.

enc.
e

February 21, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Kindly be advised that the amount of $36.00, representing receipt from the U. S. Forest Service, Department of Agriculture on account of special assays of ore samples made during the calendar year 1924, has been deposited to your personal credit by C. D. #34975, dated February 12, 1925.

This amount should be shown in your ordinary account current for the quarter January to March as revenue received account Special Assays of Bullion and Ores and the deposit thereof indicated as by C. D. and date as stated.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e

February 24, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Bill of the Argonaut Steamship Line, in amount $2.50, covering freight charges on 1 box, manila paper, Baltimore, Md. to San Francisco, Cal., December 31, 1924, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

c

February 28, 1925.

Superintendent, U.S. Mint,
San Francisco, California.

Authorized purchase graphite goods from Dixon Crucible and Ross Tacony lowest bidders

Grant
Director

Cont. Ex. Mint Bureau, 1925.

March 2, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925:

Salaries - - - - - - - - -	$ 4,500.00
Wages of Workmen - - - -	17,000.00
Contingent Expenses- - -	3,000.00
Total- -	$24,500.00

Respectfully,

R. J. Grant
Director of the Mint.

s

March 5, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Reference is made to paragraph "(5)" of your letter of February 26 in reply to Bureau letter of February 20, 1925, concerning Deposit Certificates and Memoranda of Bullion Received nos. 2233 and 3033 in favor of Charles Dunphy.

When evidence is at hand that any person presenting a deposit is acting for another, the deposit should always be recorded in the name of the principal. The name of the agent and the capacity in which he acts may also appear in the record. This procedure would avoid legal difficulties in case a principal should revoke authority of a representative to act for him, prior to your making payment for a deposit.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e

March 6, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Bill of the American Railway Express Co., amount $4.73, covering express charges on 1 box, 10 obverse and 10 rev. double eagle dies, nos. 51 to 60 and 11 to 20, respectively, Philadelphia, Pa. to San Francisco, Cal., January 20, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e
5

March 11, 1925.

Superintendent, U.S. Mint,
San Francisco, California.

Sir:

The Secretary's Office has advised this Bureau that they appear to have no record of the receipt of bond which was prepared for Joseph O'Leary, melter at your Mint, and forwarded for execution September 10, 1924. Will you please have Mr. O'Leary execute this bond, if he has not already done so. If the bond has been mislaid and you will so advise this office we will cause another to be prepared and forwarded to you.

Respectfully,

Director of the Mint.

March 11, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

The following bills of the American Railway Express Co. have this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

1 box, 10 obv. and 10 rev. double
eagle dies, nos. 61 to 70 and 21
to 30, respectively, Phila., Pa.
to San Francisco, Cal., 1-24-25 - - - -$ 4.73

1 box, 5 obv. and 5 rev. ten centavo dies, nos. 11 to 15 and 10
obv. and 10 rev. five centavo dies,
nos. 11 to 20, Phila., Pa. to
San Francisco, Cal., 1-30-25 - - - - 4.73
Total - - $9.46

Respectfully,

R. J. Grant
Director of the Mint.

e

Night Letter March 14, 1925.

Superintendent, United States Mint,
San Francisco, California.

Telegram from Hutchinson San Francisco relative integrity some deposits at mint received today Have wired answer as follows quote Wire of yesterday received My visit indefinite Instructing mint today to require affidavit in case reasonable doubt of ownership exists end quote This telegram to be regarded by you as instructions

Grant
Director

Cont. Ex. Mint Bureau, 1925.

March 14, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Bill of the Southern Pacific Company, amount $44.52, covering freight charges on the following shipments, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

1 box, 500 #2 coin bags and 3 bales, 1,500 #1 coin bags, Philadelphia, Pa. to San Francisco, Cal., Nov. 17, 1924 - - - -	$33.35
3 bales, 1,500 #2 coin bags, Philadelphia, Pa. to San Francisco, Cal., Dec. 15, 1924 - - - -	11.17
Total - - - -	$44.52

Respectfully,

R. J. Grant
Director of the Mint.

s

March 17, 1925.

Superintendent United States Mint,
San Francisco, California.

Authorised purchase one hundred fifty crucibles from Dixon Crucible Company

Grant
Director

Cont. Ex. Mint Bureau, 1925.

March 17, 1925.

Hon. Michael J. Kelly, Superintendent,
United States Mint,
San Francisco, California.

Dear Mr. Kelly:

On Saturday I received the following night letter from E. C. Hutchinson, San Francisco:

> "Mint telephoned last week many shipments received stop probably due to pending passage of state law stop braden of selbys reports that you expect shortly to come west stop will you be here early date stop some action should be taken immediately to put a stop to a serious condition and if you are not coming soon kindly advise suggestion as to the handling of questionable mint deposits."

A copy of my reply was sent to you by night letter, as follows:

> "Telegram from Hutchinson San Francisco relative integrity some deposits at mint received today Have wired answer as follows quote Wire of yesterday received My visit indefinite Instructing mint today to require affidavit in case reasonable doubt of ownership exists end quote This telegram to be regarded by you as instructions".

I would infer from Hutchinson's wire that you are receiving a number of questionable deposits at the mint, and that these deposits are greater at the present time on account of the California State Legislature passing a law licensing the buyers of gold bullion. We do not want the United States Mint to be used as a fence for highgraders. We also want to help the ligitimate mining of gold and for that reason it is desirable to make the sale of stolen gold as hard as possible.

I suggest that you cooperate with the mine owners in every way possible. Your clerk in the deposit melting room is familiar with all the legitimate shippers in the State and should be able to tell when a deposit looks suspicous, in which case he is entitled to demand an affidavit as to the origin of the bullion. The matter will have to be handled carefully so that legitimate shippers will not be put to any inconvenience or under suspicion, and I would like to have you give the matter your personal attention and lend every assistance you can to the legitimate miners.

Respectfully yours,

R. J. Grant
Director of the Mint.

March 18, 1925.

Superintendent, U.S. Mint,
San Francisco, California.

Following telegram sent today to D. W. McMorris Assistant City Engineer for Seattle quote Authorized photograph scales San Francisco Mint and secure affidavits mint scale adjuster covering their use end quote Secretary having approved this telegram sent for your information and action.

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1925.

March 18, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

Confirming telegraph communications of today, the following telegram received from D. W. McMorris, Assistant City Engineer for Seattle, Washington, is quoted for your information.

"It is extremely important that the city of Seattle obtain permission to photograph certain old precision scales in use at the San Francisco Mint said photographs to be used to show anticipation of certain forms of construction all in connection with the suit of the Strauss Bascule Bridge Company against the city of Seattle Washington. It is desired to have permission to secure affidavits of the mint scale adjustor to show hoe long said scales have been in use. Please authorize proper officials here to permit this by fast wire my expense. References General Harry Taylor, Chief of Engineers, Honorable John F. Miller, member of Congress for Washington, Honorable Wesley Jones, Senator for State of Washington. Please answer fast wire Cliff Hotel, San Francisco, California."

We wired you as follows:

"Following telegram sent today to D. W. McMorris, Assistant City Engineer for Seattle quote Authorized photograph scales San Francisco Mint and secure affidavits mint scale adjustor covering their use end quote Secretary having approved, this telegram sent for your information and action."

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

March 21, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

In accordance with the recommendation contained in your letter of March 17 you are authorized to invite bids, and purchase from the lowest bidder, two Bates Numbering Machines, three movements, five wheels, for use in your mint, to replace worn out machines, it being understood that this make of machine is best adapted for your purposes.

Respectfully,

R. J. Grant
Director of the Mint.

March 23, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Bill of the Southern Pacific Company, amount $26.13, covering freight charges on 5 boxes, 3,000 No. 2 coin bags, Philadelphia, Pa. to San Francisco, Cal., December 31, 1924, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

March 24, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Bill of The Atchison, Topeka & Santa Fe Ry. Co., amount $48.69, covering freight charges on 2 iron retort, Elizabeth, N. J. to San Francisco, Cal., January 27, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

e

March 25, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Bill of the American Railway Express Co., amount $20.61, covering express charges on the following shipments, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

2 boxes, 15 pr. Salvador Ten Centavos dies, nos. 16 to 30 and 15 pr. Salvador Five Centavos dies, nos.21 to 35, Phila. Pa. to San Francisco, 2-10-25 ------	$ 6.97
1 box, 6 five centavo collars, large ring and 4 ten centavo collars, large ring, Phila. Pa. to San Francisco 2-6-25---	2.61
1 box, 10 obv. dollar dies and 5 rev. dollar sies, nos. 81 to 90 and 81 to 85, respectively, Philadelphia, Pa. to San Francisco, Cal., 2-7-25----------------	4.02
1 box, 10 obv. and 10 rev. dollar dies, nos. 71 to 80, Philadelphia, Pa. to San Francisco, Cal., 2-4-25----------------	5.01
Total------	$20.61

Respectfully,

R. J. Grant
Director of the Mint.

e

March 25, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Bill of The Baltimore & Ohio Railroad Company, amount $0.50, covering freight charges on 1 box, manila paper, Washington, D. C. to Baltimore, Md., December 23, 1924, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation. This shipment was enroute to your institution.

Respectfully,

R. J. Grant
Director of the Mint.

e

March 30, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Bill of the Munson Steamship Line, amount $2.50, covering freight charges on 1 case envelopes, Baltimore, Md. to San Francisco, Cal., January 7, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

s

March 30, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

The Bureau is in receipt from the General Accounting Office of copy of Certificate of Settlement of Account #C-23057-T, dated March 20, 1925, of your ordinary accounts for the period July 1 to September 30, 1924, wherein it is noted suspensions totaling $1,839.05 have been made. Your reply to the General Accounting Office for removal of these suspensions, if not already made, should be forwarded through this office, rather than direct. See Regulations, page 52. If already made, forward copy to this office.

Respectfully,

R. J. Grant
Director of the Mint.

April 1, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925:

Salaries - - - - - - - - - - -	$ 4,784.50
Wages of Workmen - - - - -	16,500.00
Contingent Expenses- - - -	4,000.00
Total- -	$25,284.50

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

c

April 1, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

Will you please advise the Bureau whether your transcripts of daily transactions forwarded to the Treasurer U. S., are regularly actually deposited in the mail at the close of business on the day to which they pertain?

The accounting (check clearing) division of the Treasurer's Office has brought to the attention of this office the fact that the bullion checking accounts of the San Francisco Mint frequently show overdrafts, apparently by reason of receipt and clearance of the transcripts covering transactions of the Federal Reserve Bank of San Francisco, which include checks issued by you, *earlier* than the transcripts of the San Francisco Mint of the same date reporting checks issued. The transcript of the Reserve Bank is usually cleared six days from its date, while frequently the mint transcript of the same date is cleared on the following day. One of the several February exceptions to the above general rule was that on February 25th the bank transcript of February 19th was cleared, while the day's clearance of mint transcripts included those of February 16, 17, and 18.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

April 4, 1925.

Hon. M. J. Kelly,
Superintendent, United States Mint,
San Francisco, California.

Dear Mr. Kelly:

I regret exceedingly to learn of the death of Mr. Charles H. McCourtney. His record in the Mint Service has been unusually creditable. I am told that for many years Mr. McCourtney has been held in high esteem in the Department, and the report of his death will be placed in the records of the Treasury Department with very deep regret.

Respectfully,

R. J. Grant
Director of the Mint.

April 4, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

I have your letter of March 31 enclosing formal recommendations for promotions and rises in pay for clerks in your institution. The moving up of clerks from one place to another will, of course, be approved, but the Appropriation Act passed January 22, 1925 providing funds for the Mint Service prohibits us from increasing the rate of pay in any position which was formerly fixed by law, or what is understood in our Service to be a statutory position. A copy of the Appropriation Act has been forwarded to you, and I would refer you to the last paragraph on the first page. I am returning the recommendations contained in your letter with the request that they be revised in such a way that no increases over the present rate being paid for each position will be recommended.

Please understand that this does not prevent you from moving Mr. Hastings up into Mr. McCourtney's place, and making the other moves up in the line, but you cannot increase the present salary being paid for each position. In other words, you cannot abandon the use of any part of the appropriation for a single clerical position and spread that sum among the others.

Respectfully,

R. J. Grant
Director of the Mint.

April 8, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Bill of the American Railway Express Co., amount $2.19, covering express charges on 1 box, 5 sets D. E. segment collars and 4 sets toggles for same, Philadelphia, Pa. to San Francisco, Cal., February 20, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

e

April 10, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

Receipt is acknowledged of 4.80 ounces certificate bar samples, forwarded with your letter of April 3, 1925.

Respectfully,

R J Grant

R. J. Grant
Director of the Mint

Q.

MR

April 11, 1925.

Mr. J. C. Bates,
United States Mint,
San Francisco, Cal.

Sir:

Disallowance of $1.10 has been made by the General Accounting Office on your voucher covering reimbursement of traveling and subsistence expenses incurred during the period December 1 to 23, 1923, while acting as Chairman of the Special Settlement Committee at the Denver Mint. The item disallowed is that charged for lunch on date of departure from San Francisco, time of departure from ferry dock being indicated as 1:00 p.m. By decision of the Comptroller, if a traveler leaves his headquarters at one o'clock p.m. or thereafter charge for lunch is unauthorized. The word "headquarters" as above, the Comptroller states, is the time of departure from railway station or steamship dock. The fact that one must leave his actual place of employment before one o'clock in order to reach railway station or dock is not to be considered.

Kindly forward the Bureau $1.10 and same will be deposited to the credit of the appropriation originally charged, thus clearing the accounts.

Respectfully,

R. J. Grant
Director of the Mint.

e

April 11, 1925.

Superintendent, United States Mint,

San Francisco, California.

Sir:

It is noted from your daily statement that your stock of minor coins, five-cent pieces and one-cent pieces, is quite low. Will it be possible, in connection with your present gold coinage program, and without reducing the output of gold coin materially, to coin minor coins before you start to prepare for the annual settlement? It might be very desirable to increase your stock of minor coins in anticipation of the demand that will be made upon your mint for these coins in the fall.

Respectfully,

R. J. Grant
Director of the Mint.

April 13, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Please forward, for the files of the Bureau, copies of the following schedules of rates of the Pacific Gas and Electric Company. The copies forwarded with your letter of April 6, 1925, have been sent to the General Accounting Office for their information in connection with explanations furnished to remove suspensions noted in Certificate of Settlement of Account #0-23057-T, of your accounts for the period July 1 to September 30, 1924:

Schedule G-1 Revised Sheet CRC #238-G
" P-1 " " " #357-E
" L-1 " " " #319-E

Respectfully,

R. J. Grant
Director of the Mint.

e

April 13, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

You are hereby authorized to make the following purchases for your mint:

Three furnaces to replace the two furnaces of the combined deposit melting and minor coinage ingot melting room. It is understood that the cost for castings, linings, fittings, etc., will approximate $250.00, and that the labor to install this equipment will be provided by the mint forces.

You are also authorized to purchase the following instruments:

One hot wire am-meter, range 0 to 1500 amperes.
One hot wire volt meter, range 0 to 25 volts.

It is understood that the am-meter will cost $122.00, and the volt meter $46.55, these being the lowest bids received by you.

These purchases are authorized with the understanding that all of the requirements of the regulations and other instructions concerning purchases are being complied with.

Respectfully,

R. J. Grant
Director of the Mint.

April 14, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Bill of the Southern Pacific Company, amount $9.67, covering freight charges on 2 boxes, 1,000 no. 2 coin bags, Philadelphia, Pa. to San Francisco, Cal., February 5, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e

March 14, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

In accordance with the recommendation contained in your letter of April 9 you are authorized to purchase 20,000 No. 4 seals for coin bags, from E. J. Brooks Seal Co., at $7.50 per thousand, f.o.b. Mint Building, it being understood that this is the lower of two bids received.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

April 15, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

The following bills of the American Railway Express Co. have this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

1 box, 10 obv. and 10 rev. double eagle dies, nos. 101 to 110 and 71 to 80, respectively, Phila., Pa. to San Francisco, 3-5-25 - - -	$4.16
1 box, 5 sets double eagle segment collars and 6 sets of toggles for same, Phila., Pa. to San Francisco, 3-7-25 - - - - - - -	2.32
Total- - -	$6.48

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

April 17, 1925.

Superintendent, U.S. Mint,
San Francisco, California.

Sir:

On January 19, 1925, the enclosed circular letter from the Chief, Division of Appointments, transmitting a copy of a circular issued by the Acting Commissioner of Pensions and approved by the Secretary of the Interior, together with copies of two opinions of the Attorney General, relating to certain provisions of the retirement law, were forwarded to your institution.

The records of this office indicate that Mr. John McCabe comes within the interpretation contained in the opinions of the Attorney General relating to the civil service retirement law, the effect of which interpretation is that an employee in the classified civil service and subject to the retirement act does not lose such status by transfer or appointment to an unclassified or Presidential position. It becomes necessary to make adjustments in refunds and deductions, as outlined in the circular, and it is requested that you take immediate action by causing the enclosed form (3-R 32) to be executed, following the instructions contained in the circular, and forward the same to this office.

As the data contained in the information furnished on this form must figure in appropriation estimates to be submitted by the Bureau, which estimates must be in the hands of the Budget Officer at an early date, it is urgently requested that you expedite the return of the form enclosed.

Respectfully,

Acting Director of the Mint.

April 18, 1925.

Superintendent, United States Mint,
San Francisco, California.

Authorized purchase number two gold bags in San Francisco

Grant
Director
#

Cont. Ex. Mint Bureau, 1925.

April 18, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

Replying to your letter of April 9, I agree with your suggestion that it would be better to recall from Wm. Ainsworth & Sons the set of weights returned to them by the Bureau of Standards, and after they have been adjusted by you to be forwarded to the Bureau of Standards for calibration.

Respectfully,

R. J. Grant
Director of the Mint.

April 20, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

Replying to your letter of April 15 please be advised that an informal inquiry has reached the Department through the State Department, requesting a duplication of the order of the Salvador Government for five and ten centavo pieces. However, we cannot allow this order to interfere with our domestic program at the present time.

The Secretary's office has been promised that your mint will coin an average of ten or twelve million dollars monthly in gold until the end of August. This means that we will have to have that amount represented for the month of June, although we know that we cannot coin during that month. Hence, I would suggest that you force the gold coinage as much as possible from now until Settlement time and plan to start up on gold immediately after settlement at the largest possible output. In the meantime I will be glad if you can be accumulating some of our own minor coins in addition.

I am of the opinion that it will not be possible for us to undertake further Salvador coinage until after the Settlement. I will, however, be glad to have your judgment in this matter, keeping in mind that we are to get that average of ten or twelve million dollars in gold for each month, and in addition to do what you can with our domestic minors.

Respectfully,

R. J. Grant
Director of the Mint.

April 23, 1925.

Hon. M. J. Kelly,
Superintendent, U.S. Mint,
San Francisco, California.

Dear Mr. Kelly:

I would like to get an idea about the size of your settlement this year, how long you think it will take three men to make it. Do you think if the work starts on June 15, which will be Monday, they can finish up by July 1? Please let me have your answer at once.

Respectfully yours,

R. J. Grant
Director of the Mint.

April 23, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Bill of the American Railway Express Company, amount $4.16, covering express charges on 1 box, 10 obverse and 10 reverse double eagle dies, nos. 111 to 120 and 81 to 90, respectively, Philadelphia, Pa. to San Francisco, Calif., March 10, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

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April 27, 1925.

Superintendent, U.S. Mint,
San Francisco, California.

Sir:

In accordance with the recommendation contained in your letter of April 20, you are authorized to purchase 4 sheets of cold rolled copper, 36" x 72" x 0.134", #10 Stubs guage, from Ducommun Corporation at $21\frac{3}{4}$¢ per pound, it being understood that this is the lowest of four bids received.

Respectfully,

R. J. Grant
Director of the Mint.

April 28. 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Your letter of April 23, 1925, addressed, through the Bureau, to the General Accounting Office relative to suspension against voucher #11, Pacific Telephone and Telegraph Co., $30.45, has this date been forwarded to that office with remark that instructions would be issued to have future telephone bills prepared in detail. As suggested in last paragraph of your letter will you therefore please request the Telephone Company to in future separately state these charges when rendering vouchers.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e

May 1, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925:

Salaries - - - - - - - - - -	$ 4,500.00
Wages of Workmen - - - -	16,500.00
Contingent Expenses- - -	4,000.00
Total- -	$25,000.00

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e

May 7, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Bill of the Southern Pacific Company, amount $8.07, covering freight charges on 2 bales, 1,000 #2 coin bags, Philadelphia, Pa. to San Francisco, Cal., February 18, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

OR

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May 11, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

In accordance with the recommendation contained in your letter of May 6 you are authorized to purchase eight redwood tanks for use in the refinery of your institution, from Geo. Windeler Company, at a cost of $167.50, it being understood that this is the lower of two bids received.

Respectfully,

R. J. Grant
Director of the Mint.

May 11, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

In accordance with the recommendation contained in your letter of May 6, and for the reasons stated therein, you are authorized to accept the bid of John R. Gearhart, San Francisco manager for James H. Knapp, Industrial Furnace Engineer, covering silcar muffles and incidental supplies for use in the assay department of your mint:

6 silcar muffles	$ 12.00	each
24 silcar piers, $2\frac{1}{2}$" high	.35	"
6 silcar slabs, with tong slots . . .	1.60	"
10 pounds silcarite cement.	.21½	pound.

Respectfully,

R. J. Grant
Director of the Mint.

May 11, 1925.

Hon. M. J. Kelly, Superintendent,
United States Mint,
San Francisco, California.

Dear Mr. Kelly:

On the two special assay coins received here today from your mint, your delivery No. 105, dated May 5, I notice a mark on one of them nearly all around the edge on one side, and a similar mark in spots on the other side. It looks very much like a cracked die, and is particularly noticeable because the coins coming from your mint are usually so perfect. I think it might be well to look this delivery over and check it up for fear theremight be some coins slipped through that were marked even worse than the ones we got here.

The second coin in this delivery shows two or three marks, but not nearly as bad as the other.

With kindest regards to you all, I remain,

Respectfully yours,

Director of the Mint.

May 13, 1925.

Superintendent,
United States Mint.
San Francisco, Cal.

Sir:

The following bills have this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

American Railway Express Co.; 1 box, platinum, value $1200, New York, N. Y. to San Francisco, Cal., March 28, 1925 - - - - - - - - - - - - - - -	$ 1.92
American Railway Express Co.; 1 box, 10 obv. and 20 rev. D.E. dies, nos. 151 to 160 and 131 to 150, respectively, Phila., Pa. to San Francisco, Cal., April 6, 1925 ($5.88); 1 box, 5 obv. Salvador 5 centavos dies, nos. 36 to 40, Phila., Pa. to San Francisco, Cal., April 8, 1925 ($1.21) - - -	7.09
Argonaut Steamship Line, 1 box, manila paper, strips, Baltimore, Md. to San Francisco, Cal., April 6, 1925 - - - - - - - - - - - - - - - - - - -	2.50
Total- -	$11.51

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e

May 16, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

The following is brought to attention as regards your accounts for the quarter ended March 31, 1925:

One copy of the Bullion Account Current is returned for corrections as noted in pencil. On page one should be inserted the explanations indicated opposite the item of Gold Bars Transferred and the item of Silver Coinage Bullion Transferred. On page two the debit item "Gold (recoinage value)," $97,342.98, in the Coin for Recoinage Account, should be increased $4.61 to read $97,347.59 making it agree with the value taken into the Gold Coinage Bullion account. These amounts should always agree. The surplus of $4.61, or contra entry, being made in its properplace - "Surplus recoinage value - Gold." On page three the "Bullion Fund Depositary Account" should be corrected to separately show check payments for deposits and those payments made for minor coinage metal fund coin, and the D. M. R. recoveries ($142.86) should be stated on the second line below that used. The line used by you is intended for stating amounts paid to a minor assay office when sweeps are worked for it. In the Cash account, please note amplification of the item "Deposited in checking account," minor metal fund. Necessary changes in totals of pages 2 and 3, due to above amendments, should be made.

The bullion abstract sheets include a number of items of transferred, melted uncurrent coin; if it is desired to show these on the abstract sheets the quarter's items should be recapitulated.

One copy of the Ordinary Account Current is returned for corrections as noted in pencil. Reimbursements account charges on Salvador coinage have been restated in their proper columns and opposite the proper heading - "Expenditures, reimbursements for-". These charges are repayments to your wages and contingent appropriations and are therefore not profits (Revenues). Please furnish to support your collections of charges on foreign coinage copies of your receipts to the Salvadorean Consul for amounts collected. This is a regular requirement of the General Accounting Office. Deposits of the amounts collected have also been restated to show the appropriations reimbursed. In this connection, it has been noted that when deposits of these amounts are made the Certificates of Deposit have read "On account of Miscellaneous Revenues account cost of manufacturing Salvador coins." In future, explanations on Certificates of Deposit should appear somewhat as follows:- "Repayments to appropriations account charges on Salvador coinage." The name of the appropriations and the amount to be reimbursed to each need not appear on the C. D's. but should be shown on the letters of advice to this office.

Deposit Certificate #3344, and Receipt for Bullion accompanying same, covering deposit of Josephina Barr Collins, are enclosed. Please note that while Receipt for Bullion was indorsed over to Z. Broderick, apparently payment was made to the original depositor - Josephine Bar Collins, this signed name appearing at bottom of Deposit Certificate as a receipt for the cash payment. The difference in spelling of the name "Barr" or "Bar" on the "Receipt for Bullion" and on the "Deposit Certificate" raises a doubt as to authenticity of one of these signatures.

When vouchers indicate purchase from the General Supply Committee catalogue, item number should be shown on voucher. Reference is made to voucher #50, January accounts, R. P. Clarke Co., $2.75. Voucher is not being returned, item number (1338e) having been inserted at the Bureau.

Voucher #56, January accounts, #3, February accounts and #11, March accounts, T. E. Healy, carfare, each $5.00; also voucher #4, February accounts, Jas. E. Power, Registry stamps, $10.00, are returned for insertion of detail information showing quantity, unit, and unit price. Purpose of these expenditures should also be indicated on the vouchers.

Total of "Overtime" column, last page of wages payroll for the period February 1 to 15, showed $326.45. Addition in this office gave $326.59. Roll is not veing returned, correction being made here.

With reference to the coinage for the Salvadorean Government - it appears that the Bullion account current record of same is correct; that is, the coinage actually delivered is shown as the coinage executed, with corresponding record of the cash receipts. This coinage having been made from United States metal should not have been reported on foreign metals statement, Form 1026, which form is intended to be used as an account current covering metal actually supplied by the foreign government or for definite quantities of metals which may be sold by a mint, for cash, to a foreign government for use in manufacturing foreign coin. In such case the metal is owned by the foreign government and we account for same in ounces but not in value. In the case of the Salvadorean coinage our own metal is made into foreign coin and we sell to Salvador the exact quantity of metal in the coin actually delivered, not a quantity which is available for manufacture into foreign coin. There appears to be some discrepancy between the daily (and monthly) reports of the Salvadorean coinage executed during the January - March quarter, and the quantities shown on the Foreign Metals Statements, which latter support the account current, as per the following tabulation:

Coinage Reports, Form 246, show -

	5 Centavo		10 Centavo	
	Pieces	Pesos	Pieces	Pesos
January	400,000	20,000	150,000	15,000
February	700,000	35,000	300,000	30,000
March	500,000	25,000	700,000	70,000
Total	1,600,000	80,000	1,150,000	115,000

Foreign Metals Statements, Form 1026, which agrees with the Account Current show -

January	(No statement received)			
February	1,000,000	50,000	150,000	15,000
March	100,000	5,000	800,000	80,000
Total	1,100,000	55,000	950,000	95,000

In the case of foreign coinage executed from United States metal the report of coinage should include only the foreign coin for which payment has been received for the reason that the metal in unpaid-for coin constitutes an asset of the United States at its cost value to the United States, and if delivery should not be finally consummated undelivered coin would have to be made into United States coin. When coin is on hand, made from metal belonging to a foreign government, there is no reason why it should not be stated as such in the balance appearing on the Foreign Metals Statement.

Respectfully.

R. J. Grant
Director of the Mint.

enc.
e

May 18, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Please be advised that the General Accounting Office, by Certificate of Transfer Settlement #2207-I, dated April 24, 1925, made settlement of your voucher, amount $28.80, covering ore samples assayed for the General Land Office during March and April, 1924. This information is given so that you may clear your records to show payment. The item should not be taken into your account current as no actual cash was handled, settlement being made by book transfer charging the Interior Department appropriation and crediting Miscellaneous Receipts - Special Assays of Bullion and Ores.

Respectfully,

R. J. Grant
Director of the Mint.

e

May 19, 1925.

Hon. M. J. Kelly,
Superintendent, U.S. Mint,
San Francisco, California.

Dear Mr. Kelly:

Settlement time is drawing near and we want a good man from your office on the New York settlement, which will start June 10. Settlement in New York this year will be a heavy one and for that reason will start earlier than the others. Please wire immediately upon receipt of this letter the name of the man whom you select so we may send him a letter of instructions. We have already selected a chairman for this position, but we want a man who will make a good assistant.

In looking over the orders for collars for double eagles in Philadelphia the other day I note that your mint has used 16 sets of collars against four sets used in Philadelphia for about the same number of pieces. I am curious to know what the reason is that you should use so many more collars and toggles than Philadelphia, and wish you would send to Philadelphia one of your worn or broken collars so that we may have it examined and find out if they are shipping defective collars.

Respectfully yours,

Director of the Mint.

May 19, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Bill of the Southern Pacific Company, amount $4.18, covering freight charges on one box, burners for metal htg. furnace, Elizabeth, N. J. to San Francisco, Cal., March 4, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

May 25, 1925.

Superintendent,
United States Mint,
San Francisco

Sir:

Due to the very limited balance remaining from the appropriation for "Freight on Bullion and Coin, Mints and Assay Offices, 1925" it is requested that shipment of your pyx coin for the quarter April-June, 1925, be held until after July 1st when funds for the fiscal year 1926 become available. If it is subsequently found that sufficient 1925 funds will be available you will be requested to make the shipment before July 1st.

Respectfully,

R. J. Grant
Director of the Mint.

e

Night May 25, 1925.

Superintendent, United States Mint,
San Francisco, California.

Telegram states W M Brooks. Forward Brooks full name and advise whether he wants five dollars per diem or four dollars per diem travel allowance

Grant
Director

Cont. Ex. Mint Bureau, 1925.

June 1, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

Receipt is acknowledged of your letter of May 25, together with the set of 60 weights purchased by you from Wm. Ainsworth & Sons. These weights have been forwarded to the Bureau of Standards for calibration, as you requested.

Respectfully,

R. J. Grant
Director of the Mint.

June 1, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925:

Salaries - - - - - - - - - -	$ 4,400.00
Wages of Workmen - - - - -	15,000.00
Contingent Expenses- - - -	9,000.00
Total- -	$28,400.00

Respectfully,

R. J. Grant
Director of the Mint.

e

June 2, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

The following bills of the American Railway Express Company have this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

1 box, 20 obv. and 10 rev. one cent dies, nos. 103 to 122 and 91 to 100, respectively, Philadelphia, Pa. to San Francisco, Cal., April 20, 1925 - - - - - -	$3.55
1 box, 20 obv. and 10 rev. nickel dies, nos. 91 to 110 and 91 to 100, respectively, Philadelphia, Pa. to San Francisco, Cal., April 21, 1925 - - - - - -	3.67
Total - -	$7.22

Respectfully,

R. J. Grant
Director of the Mint.

s

June 4, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

Please refer to last paragraph of your letter of May 21, 1925, concerning the reporting of Salvadoran coinage made from metal belonging to the United States.

For the reasons stated in Bureau letter of May 16th, foreign coin made from United States metal should not be reported as coinage executed until same is delivered to the representative of the foreign government. The suggestion in your letter that failure to report such coinage at the time actually executed would be in the nature of making a false statement, seems hardly to be of material consideration for the following reasons:

In the case of domestic coinage it is usual for deliveries to be made from the coining department in round amounts, so that during the period of manufacture there is practically always completed coin in the possession of the coining department, not reported as having been executed. Orders for foreign coin, of the nature under consideration, are for definite lots, and it is regular practice to manufacture the full quantity ordered, from the dies supplied, disregarding the question of change of year if part is made in one calendar year and part in another. The Bureau knows of no instance where change of dies was made because a portion of an order of foreign coin was actually made in each of two calendar years. The manufacture of Philipine coin is not analagous to the matter under consideration because Philipine coinage is really United States coinage.

In view of all the considerations attached to the manufacture of foreign coin from United States metal it is believed that the procedure suggested in Bureau letter of May 16th should govern. Probably it would be well for the coining department to retain such coin until delivery is made to the representative of the foreign government.

It is presumed from your letter of May 21st that the apparent discrepancy between the coinage reports for the January-March quarter and the account current represents the amount of Salvadoran coinage on hand and undelivered to the representative of that government.

Respectfully,

R. J. Grant,
Director of the Mint.

F:F

June 8, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

George F. Brown, who was injured on March 21, 1925, has on file with the Department Form C-A-2 "Reported Injury". The physician in charge of such cases has requested the Bureau to ask you to forward Form C-A-4 in addition to the above form.

Action will then be taken on your recent letter making application for continuance of compensation. This letter merely advises that form C-A-8 was filed in advance of Form C-A-4 which is required.

Respectfully,

M. M. O'Reilly

O:f

Acting Director of the Mint.

June 8, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

Your new bond will be approved as of July 1, 1925, date of opening of the new quarter, thus avoiding the necessity of rendering accounts for fractional quarters. Please return the inclosed bond at the earliest practical date in order that there may be time for necessary routine here.

Please note that accounts under separate bonds of the same officer must be kept as completely separate as accounts under two different accountable officers. This rule holds good for all items involved, including surpluses, wastages, etc. Any appropriation balances standing to your credit in checking accounts should be covered into the Treasury as unexpended balances. All bullion and cash assets should be shown on accounts current as being transferred to the new bond and when accounts are rendered under the new bond these amounts should be taken up as having been transferred from the old bond.

Respectfully,

N. M. O'Reilly

Acting Director of the Mint.

F:f

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington,

June 9, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Authorized to accept bid American Smelting and Refining Company for sweeps.

O'Reily
Acting Director.

OR

OFFICIAL BUSINESS.
GOVERNMENT RATES
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR Contingent Expenses, Bureau of the Mint.
The appropriation from which payable must be stated on above line.

DEPARTMENTAL STOCK FORM 2126

June 9, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

It is believed that a simpler method than the one now in use, of recording and reporting liquidation of appropriation encumbrances, would give satisfactory results; your opinion of the following is therefore requested. The practice should be uniform for all offices and if a majority favor this plan it will be put into effect on the 1926 appropriations.

> In lieu of recording the "add" and "deduct" differences between encumbrances and payments, on the register of vouchers and the appropriation ledger, change the heading of the "adjustments" columns to "encumbrances liquidated" and write in that column, at the time a voucher liquidates an encumbrance, the total amount encumbered thereon. The unencumbered balance would then be the difference between the "encumbrances" column total and the "encumbrances liquidated" column total. The "add" and "deduct" adjustments could be left off the schedules of payrolls and vouchers rendered this office.

The monthly reports to this office, of encumbrances set up and encumbrances liquidated, will be continued. Your early recommendation on this proposal is requested.

Respectfully,

M M O'Reilly

Acting Director of the Mint.

F:f

June 10, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

Herewith please find voucher covering postage stamps used by the Bureau of Supply, Treasury Department, in forwarding stationery, etc., to you during the current fiscal year. Please purchase the stamps from your local postmaster and mail them to "Bureau of Supply, Treasury Department, Washington, D. C.", with a letter of advice explaining what is covered thereby.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

June 11, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

In accordance with directions of the Treasury Budget Officer, based on the apportionment Act of February 27, 1906, this office has apportioned the appropriations of your institution for the fiscal year 1926, by quarters, as follows:

	Salaries & Wages	Contingent
Amount appropriated	$256,000.00	$57,500
Less Deduction for retirement . . .	6,226.50	
Amount available	249,773.50	57,500
1st Quarter Apportionment	64,000.00	16,000
2nd " "	63,000.00	13,500
3rd " "	62,000.00	13,000
4th " "	60,773.50	15,000

It is directed that no obligation be incurred against any appropriation during any quarter which would encroach upon apportionments of subsequent quarters or overobligate the appropriation total, without previous authority, requested and obtained through this office. Should conditions develop which would warrant an amendment to the apportionment, please make recommendation to this office with full explanation of the reasons therefor, in order that the Bureau may be in position to take the matter up with the Budget Officer.

Respectfully,

M M O'Reilly

Acting Director of the Mint.

P:f

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington,

June 19, 1925.

Superintendent Mint,
San Francisco, Cal.

Troemmer bids two thousand one hundred twenty-seven dollars fifty cents. Have you sufficient funds.

R. J. GRANT
Director [illegible]
R. J. G.

Cont. Ex. Mint Bureau 1925.

OFFICIAL BUSINESS.
GOVERNMENT RATES
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR ----------
The appropriation from which payable must be stated on above line.

DEPARTMENTAL STOCK FORM 2126

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington,

June 23, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Authorized to accept proposal of General Ceramics Company lowest bidder acid tanks eight hundred forty two dollars fifty cents.

O'Reilly
Acting Director, Mint.

OR

OFFICIAL BUSINESS,
GOVERNMENT RATES
CHARGE TREASURY DEPARTMENT. APPROPRIATION FOR "Contingent Expenses, Bureau of the Mint"
The appropriation from which payable must be stated on above line.

DEPARTMENTAL STOCK FORM 2128

June 24, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

A majority of the mint field institutions have reported favorably upon the proposal contained in Bureau letter of June 9th concerning appropriation encumbrances, and the plan will therefore be put into effect for the 1926 appropriations.

It is understood that at the San Francisco mint the encumbrances recorded in the appropriation ledger are not estimated amounts of orders, made at the time the orders are placed, but are in most instances amounts subsequently determined from the vouchers liquidating the orders. This doubtless accounts for the few adjustments which you have to consider, as explained in your letter of June 16th. By this method the approximate status of the appropriation can be had only once a month.

If the register of purchase orders is used as the source of encumbrances recorded in the ledger and liquidations are noted as per explanation in Bureau letter of June 6, 1923, the reports of encumbrances liquidated as called for by Bureau letter of June 9th can be compiled without much difficulty and proof of accuracy can be had by taking off on an adding machine, from the register of purchase orders, the amount remaining unliquidated. The total thereof added to the total of encumbrances liquidated should give the total encumbrances set up.

For the 1926 appropriations, instead of reporting the three items "payments", "adds", and "deducts", there will be the single item "encumbrances liquidated".

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

June 24, 1925.

Mr. E. C. Ford,
Chairman Settlement Committee,
United States Mint,
San Francisco, Calif.

Dear Mr. Ford:

Immediately upon receipt of your request dated Denver, June 5th, that your Pullman order be made to read "Los Angeles to Denver" instead of "San Francisco to Denver", the order was changed and mailed directly to San Francisco. It reached San Francisco before you did and was returned to the Bureau from there. It was immediately remailed from the Bureau to you in care of the mint at San Francisco, and I hope the order has by this time reached you.

Respectfully,

M. M. O'Reilly

TREASURY DEPARTMENT TELEGRAM.

HERE WRITTEN:

Washington,

June 25, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Authorized to purchase Monroe Machine five hundred dollars General Supply Schedule item one eight two hundred E one B B.

O'Reilly
Acting Director

FFICIAL BUSINESS.
OVERNMENT RATES
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR "Contingent Expenses, Office Director of the Mint"
The appropriation from which payable must be stated on above line. DEPARTMENTAL STOCK FORM 2128

June 25, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

As soon as practicable after the first of July will you kindly forward the usual data covering your operations during the fiscal year which will end June 30, 1925, for use in preparation of the Director's Annual Report to the Secretary of the Treasury. Reference is made to the first twenty pages of the 1924 Annual Report for needed data; where such data regularly reach the Bureau in routine reports, repetition will not be necessary.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

June 25, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

Will you kindly refer to Bureau letter of April first and your reply of April sixth, 1925, concerning the time of mailing daily transcripts of transactions to the Treasurer of the United States.

The Bureau is just in receipt of a memorandum from the Treasurer's office stating that transcripts of the Federal Reserve Bank at San Francisco for May 25, June 1, June 2, June 3, and June 16, reached them and were cleared in each instance one day earlier than the San Francisco mint transcripts for the same days.

Will you please let the Bureau have any information which may be available tending to explain these differences in time of arrival, if necessary getting in touch with the Federal Reserve Bank officials and postal officials concerning the matter.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

June 27, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Accordance with your recommendation authorized to accept proposal Dixon Company to supply graphite crucibles their product serving best interest of Government.

R. J. Grant
Director of the Mint.

"Contingent Expenses, Bureau of the Mint".

July 2, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1926:

Salaries and Wages, -1926 - -	$22,000
Contingent Expenses, 1926 -	5,000
Contingent Expenses, 1925 -	2,000
	29,000

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 6, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Two thousand dollars nineteen twenty five contingent advanced July second. No more available until C/D covering old bond balance gets on Treasury books.

Grant
Director

"Contingent Expenses, Office Director of the Mint"

July 7, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

Your letter of June 10th addressed to the Supervising Architect relative to installation of safety appliances at windows for the purpose of having them washed has been referred to this Bureau. The Supervising Architect replies that safety appliances for cleaning windows in Federal buildings are chargeable to the appropriation "Operating Supplies for Public Buildings", but the mints and assay offices are excepted from the provisions of this Act.

It will therefore be necessary for you to purchase the appliances from your own contingent appropriation. This you are authorized to do subject to the usual requirements as on other purchases.

Respectfully,

R. J. Grant,
Director of the Mint. HR

July 14, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

The Budget Bureau has called for the estimates of appropriation amounts required for the fiscal year 1927 and it is requested that you submit your estimates (one copy only) to this office not later than July 27th.

The Secretary directs that all offices endeavor to the utmost to reduce the estimates of appropriations and expenditures to the lowest possible minimum consistent with requirements for efficiency.

As heretofore, data are required for three fiscal years: current, past, next.

The estimates for personal serices should be submitted as per the enclosed sample form. The detailed figures in each column must be consistent with the corresponding column totals; that is, when the several average compensations (for the year) are multiplied by the several average numbers receiving such compensations and the resulting amounts are totaled, the expenditure total will be obtained. Employment for fractions of a year will be stated in twelfths; fractions less than one twenty-fourth will be dropped and one twenty-fourth or over will be increased to one twelfth.

The estimates and expenditures for objects other than personal services will be prepared for each of the three fiscal year 1925, 1926, and 1927, in accordance with the symbol classification prescribed by the Comptroller General in Bulletin No. 1, and supplemental Bureau instructions of February 4th and 21st, 1924.

Careful attention should be given to the required details for each of the appropriations as otherwise delays, with further correspondence, may result.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

July 15, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

The coin authorized by Congress to celebrate the founding of Vancouver is to be made at your mint. The dies for this work are now being prepared at the Mint at Philadelphia and will be forwarded to you about August first. The dies should reach your mint about the sixth and this letter is being written in order that you may prepare blanks for the 50¢ coins and make all possible preliminary preparations to proceed with the coinage immediately upon receipt of the dies. The coins will be shipped to Vancouver upon receipt of payment by the agent yet to be named by the Vancouver Association, and this Association will bear the expense of the shipment. You will be advised later as to the number of coins to be executed in the first order.

Respectfully,

R. J. Grant,
Director of the Mint.

July 16, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Clean up on gold in process and start on silver dollars early as possible. Also crowd nickels and cents. Vancouver and California half dollars have preference.

Grant
Director Mint
R.J.G.

"Contingent Expenses, Office Director of Mint, 1926"

July 16, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Purchase of coin bags approved.

Grant
Director of Mint

"Contingent Expenses, Office Director of Mint 1926"

July 20, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to $0.73, covering insurance on shipment of minor coin, value $15,000.00, during the month of May, 1925.

Checks should be drawn in favor of the payees, and in the amounts, indicated on reverse of voucher and should be forwarded to Marsh and McLennan.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

Enc.
e

July 20, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

In response to your request of July 15th you are authorized to purchase an armature for the high speed motors used in connection with the blower equipment of your mint. It is understood that the cost of the armature in question will not exceed $330 F. O. B. mint.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 21, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Authorized to accept bid of Dixon Crucible Company lowest bidder graphite goods total invoice one hundred forty dollars.

O'Reilly
Acting Director

Contingent Expenses Office Director of Mint, 1926.

July 23, 1925.

Superintendent, United States Mint,

San Francisco, California.

Sir:

There is enclosed a list of annual reports of the Director of the Mint, required by this office. Will you kindly go over your stock of Reports and forward all available copies, for the years listed, to the Bureau. If this makes up a bulky shipment please forward the Reports by freight.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 23, 1925.

Superintendent, U.S. Mint,
San Francisco, California.

Sir:

I am enclosing for your information a copy of a telegram sent today to Mr. C. A. Watts, Vancouver, Washington. The telegram is self-explanatory. The first order for this coinage will be for 50,000 pieces ($25,000). The draft to be sent to you by the Vancouver National Bank should be deposited in the Federal Reserve Bank in your city for credit of the proceeds in the Treasurer's account as a transfer fund from your Mint, and upon shipment of the coin you should charge a like amount as a transfer of funds against the deposit with the Federal Reserve Bank. Shipment, however, should not be made until collection of the draft and credit in the Treasurer's account is reported to you.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington,

July 24, 1925.

2—4247

Angelo J. Rossi, Chairman,
California Diamond Jubilee,
Hotel St. Francis,
San Francisco, California.

Your wire Mint Philadelphia referred here Dies ready about August fourteenth

O'Reilly

Acting Director

OFFICIAL BUSINESS.
COMMERCIAL RATES.
COLLECT.

2—4247

Departmental Stock Form 2189.

2-5735

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington,

July 25, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Dies Vancouver coins shipped from Philadelphia today. Prepare execute coinage upon receipt dies. First order fifty thousand pieces. Letter mailed twenty third.

O'Reilly
Acting Director

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR Contingent Expenses Office Director of Mint 1926
The appropriation from which payable must be stated on above line.
DEPARTMENTAL STOCK FORM 2128.
2-5735

July 27, 1925.

Superintendent, United States Mint
San Francisco, California.

When do you expect to deliver silver dollars.

O'Reilly
Acting Director

OR

Cont. Ex. Mint Bureau, 1926.

July 27, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

When the Director requested that you coin silver dollars it was with the intention that you absorb in the silver dollar coinage that amount of refined silver you have on hand, less the total of your subsidiary silver account at the close of June. It appears from the records in this Bureau that you had about 5,481,000 fine ounces. Regarding 605,600 ounces of this as held for subsidiary coinage, you would have had on July 1 a stock of about 4,875,000 fine ounces of silver which could be used for standard silver dollars.

The Secretary of the Treasury has expressed very urgently [illegible] that the Pittman silver stock be reduced. It will therefore be very satisfactory to the Bureau if you will make every effort to absorb as much of the Pittman silver stock as possible at the earliest practicable date.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 1, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

On April 16 the Secretary of State requested this Department to state whether or not we could execute a duplicate of the order for Salvador coinage which you completed in June, which called for 1,500,000 pieces. On April 18 the State Department was advised that this coinage could be executed at your mint, and on April 20 the coinage was referred to in a letter which stated that the coinage could not be undertaken until after settlement.

In view of the existing order for fifty-cent pieces for special celebrations, the coinage of silver dollars, and minor coins required for domestic coinage, how soon could you undertake this duplicate order for Salvador? It is understood that the order is for 500,000 additional nickel 10 centavo pieces and 1,000,000 additional nickel five centavo pieces.

Upon receipt of this letter will you please advise the Bureau by wire when, in your judgment, you could undertake this coinage for the Salvador Government.

A further inquiry has reached the Bureau as to the coinage of one centavo pieces at your Mint, but before promising a time at which this could be undertaken the Bureau would like to be able to advise the Salvador Government, through the State Department, of the prospects for executing the duplicate order already before us.

It may be advisable for you to get into communication with Dr. Don Salvador Rodriguez, Consul of Salvador, 341 Montgomery Street, San Francisco, or in his absence, Senor Don Samuel Dawson, Chancellor of the Consulate, as to an understanding with his Government in regard to this coinage.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 3, 1925.

Night

Superintendent, U.S. Mint,
San Francisco, California.

This telegram authority for you to confer with Rossi Chairman Citizens Committee Phelan Building as to number of coins on first order. Philadelphia shipping dies to you eleventh

O' Reilly
Acting Director

OR

Cont. Ex. Mint Bureau, 1925.

August 4, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1926:

Salaries and Wages - - - - -	$21,000.00
Contingent Expenses- - - - -	6,000.00
" " 1925 - - - -	3,700.00
Total -	$30,700.00

Respectfully,

Acting Director of the Mint.

E

August 5, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Bill of the American Railway Express Co., amount $1.95, covering express charges on 1 box, 6 sets D. E. segment collars, Philadelphia, Pa. to San Francisco, Cal., June 5, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

E
7

-5788

TREASURY DEPARTMENT TELEGRAM.

HERE WRITTEN:

Washington,

August 7, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Authorized to accept proposal American Smelting Refining Company copper at fifteen twenty per hundred.

O'Reilly
Acting Director

FFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR Contingent Expenses, Office Director Mint, 1926
2-5788 The appropriation from which payable must be stated on above line. DEPARTMENTAL STOCK FORM 2129

August 7, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

The following bills have this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

The Baltimore & Ohio R. R. Co., 1 box, paper, manila, strips, Washington, D. C. to Baltimore, Md. (enroute to San Francisco), March 31, 1925 - - - - - - - - -	$0.50
American Railway Express Co., 1 box, 10 obv. and 10 rev. double eagle dies, nos. 186 to 195 and 196 to 205, respectively, Philadelphia, Pa. to San Francisco, Cal., May 2, 1925 - - - - - - -	4.16
Total - -	$4.66

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

E

August 10, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

The following bills have this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

Southern Pacific Co., 6 bales, 3,000 #2 coin bags, Philadelphia, Pa. to San Francisco, Cal., March 3, 1925 - -	$23.17
The Baltimore & Ohio R. R. Co., 1 box stationery (misc. office supplies), and 2 boxes ink, Washington, D. C., to Baltimore, Md. (enroute to San Francisco), April 29, 1925 - - - -	.60
Argonaut Steamship Line, 1 box stationery (misc. office supplies), and 2 boxes ink, Baltimore, Md. to San Francisco, Cal., May 7, 1925 - - - - - - - -	2.50
Total - - - -	$26.27

Respectfully,

Mary M. O'Reilly

Acting Director of the Mint.

E

August 10, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

The following bills of The American Railway Express Company have this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

1 box, 4 large platinum baskets with thimbles, 4 small platinum boilingpans, 4 platinum basket holders; platinum discs and legs, San Francisco, Cal. to New York City, N. Y., April 7, 1925 - - - - - - - - - -	$ 6.35
1 box, 6 five-cent nickel collars, large ring, Philadelphia, Pa. to San Francisco, Cal., April 23, 1925 - - - - - - - - - - - - - -	1.58
1 box, 10 obv. and 10 rev. Double Eagle dies, nos. 196 to 205 and 206 to 215, respectively, Philadelphia, Pa. to San Francisco, Cal., May 7, 1925 - - - - - - - -	4.16
1 box, 2 sets Double Eagle segment collars, Philadelphia, Pa. to San Francisco, Cal., May 13, 1925 - - - - - - - - - - - - - - - - - -	.96
1 box, four Double Eagle segment collars, Philadelphia, Pa. to San Francisco, Cal., June 22, 1925- - - - - - - - - - - - - - - - - -	1.46
Total - - -	$14.51

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

E

NIGHT. August 10, 1925.

Superintendent Mint,
San Francisco, Cal.

Appointment Barry Miller Lutty appoved.

O'Reilly

Acting Director.

Cont. Ex. Mint Bureau 1925.

August 11, 1925.

Superintendent
Mint San Francisco.

Appointment Campbell Brownrigg approved.

O'Reilly

Acting Director of the Mint.

Cont. Ex. Mint Bureau 1926.

August 12, 1925.

Superintendent Mint,
San Francisco, Cal.

Nickel for delivery your Mint September twenty-first groin and one half. For delivery about September third hamper. Is early delivery of sufficient advantage to pay higher price ~~for early delivery~~ Wire today.

O'Reilly

Acting Director

Cont. Ex. Mint Bureau 1926.

August 19, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

The following has been noted in examining your accounts for the quarter ended June 30, 1925:

One copy of the Bullion Account Current is returned herewith for corrections as noted in pencil. The account "Reimbursable Loss on Recoinage" is intended to cover only such losses as its title indicates - loss on recoinage. Correction by removal of your operating wastages and necessary changes in sheet totals should be made as is indicated.

Information is requested as to the basis used in making distribution of the wastages and surpluses to subsidiary silver and Pittman silver.

Kindly forward assayer's report on M. & R. and Coiner's sweeps; also, bid of the American Smelting & Refining Co. and any other bids received for filing with, and to properly support, the accounts.

Memorandum of Bullion Received accompanying Deposit Certificate #5232, Thos. W. Samcoff, shows weight in writing as twenty-two and 37/100 ounces while weight is indicated in figures as 22.87 ounces, the former amount agreeing with assay report, which presumably is correct.

Deposit Certificate #5343 and Memorandum of Bullion Received accompanying same are returned herewith, attention being invited to name of depositor appearing on Deposit Certificate as C. A. Kleffler while the Memorandum shows name as C. A. Keffler.

The Ordinary Account Current has been corrected to show balance due the United States from last account, Contingent Expenses, Public Moneys, 1925, as $744.80 instead of $774.80 and the Debit total column changed to show the same figure. The error was evidently typographical - please change your copy accordingly.

Please forward copies of additional receipts to total $4,650.00

in support of reimbursements to the wages and contingent appropriations account manufacture of Salvador coinage. Receipts for $4,200 were forwarded while reimbursements to a total of $8,850 are taken into the accounts - $4,425 to each of the appropriations mentioned. Future receipts of the representatives of foreign governments for coin delivered to them should include the weight of the coin, for checking with the account current.

Voucher #53, April accounts, First Ass't. Postmaster General, $5.90, for hauling, indicates purchase of service without advertising because rates are fixed by legislation, etc., while on reverse of voucher under "Form of Agreement" indication is made that service was procured under written proposal and acceptance filed: "Attached." Please forward such written proposal and acceptance or, if this notation was in error, give correct reference for correcting the inconsistency.

Vouchers #3, 27 and 29, June accounts, covering purchase of fuel oil, gasoline and kerosene, also #16, covering purchase of bronze castings, indicate by symbols (2 and B) that purchases were made "After advertising by circular letters sent to --- dealers, etc., and under written proposal and acceptance filed with the respective vouchers. Bids for the material purchased on each of the above vouchers were actually secured over the 'phone as is evidenced by notations on proposal forms. The vouchers have been corrected in this office to indicate, on face thereof, purchase by symbols "2 and C". On the reverse of voucher forms the words "circular letters sent" in the statement "2" under Method of Advertising, have been interlined and the word "telephoning" inserted. The word "attached" following "B" under "Form of Agreement" has been removed and opposite "C" has been placed the statement "written acceptance of 'phoned tender attached." Future similar vouchers should be likewise prepared.

Your early attention to these matters will be appreciated.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

Enc.
E

August 20, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

In accordance with the recommendation contained in your letter of August 11 you are authorized to purchase from the Standard-Johnson Company, Inc., 1 No. 1 MM-5 coin counting machine, at a cost of $615.00, and 1 No. 1 MM-6, coin counting machine, at a cost of $665.00. It is understood that these prices are for delivery at the Mint. It is also understood that the Standard-Johnson Company is the manufacturer of this machine.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

Night August 28, 1925.

Superintendent, United States Mint,
San Francisco, California.

Bond of John A. Hubbard should be two instead of five thousand

Please return for correction

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

August 29, 1925.

Superintendent, United States Mint,
San Francisco, California.

Authorized purchase graphite goods at one hundred ninety four dollars

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

August 29, 1925.

Superintendent United States Mint,
San Francisco, California.

Bad birds on hand old new designs separately

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

August 31, 1925.

Night

Superintendent, United States Mint,
San Francisco, California.

As soon as practicable discontinue until further notice coinage of silver dollars and increase coinage cents and nickels

O'Reilly
Acting Director.

Cont. Ex. Mint Bureau, 1926.

August 31, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

I am enclosing copy of correspondence between the State Department and representative of the Salvador Government at this Capital, and in reference to correspondence from this Bureau. This letter will be authority for you to proceed with the manufacture of the Salvador coinage of the 200,000 one centavo pieces, as soon as practicable.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

September 1, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

Will you please refer to page 16 of the last Annual Report of the Director of the Mint and let the Bureau have for the fiscal year ended June 30th, last, the weight of ingots operated upon with percentage of good coin produced for silver dollars and subsidiary coins separately? This information cannot be obtained from the coinage reports on Form 901 since thereon the silver operations are combined.

Respectfully,

R. J. Grant,
Director of the Mint.

F

September 1, 1925.

Superintendent,
United States Mint,
San Francisco, Cal.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1926:

Salaries and Wages - - - - -	$21,000.00
Contingent Expenses- - - - -	5,000.00
Total- - -	$26,000.00

Respectfully,

R. J. Grant
Director of the Mint.

E

September 3, 1925.

Superintendent, United States Mint,
San Francisco, California.

Authorized excuse all who can be spared September ninth

Grant
Director

Cont. Ex. Mint Bureau, 1926.

September 5, 1925.

Superintendent, United States Mint,
San Francisco, California.

Authorized purchase minor coinage metal

Grant
Director

Cont. Ex. Mint Bureau, 1926.

September 10, 1925.

Superintendent, U.S. Mint,
San Francisco, California.

Sir:

I am enclosing your list of useless papers with the request that you review the same and place opposite each item the dates included or the period of time covered by the documents you recommend shall be destroyed. Please return this list as promptly as possible as we are obliged to submit it to the Secretary within two weeks.

Respectfully,

R. J. Grant
Director of the Mint.

September 14, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

Will you please execute the enclosed form covering the service of Flaviano C. Guerrero, and return the same, together with the attached letter requesting the information, to this Bureau.

Respectfully,

R. J. Grant

R. J. Grant
Director of the Mint.

OR

September 15, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

Your letter of September 10, enclosing two Diamond Jubilee and two Fort Vancouver half dollars, which the Superintendent of the Mint at Philadelphia requested be forwarded to the Bureau, has been received, and the coins have been sent to the National Museum to be included in the numismatic collection now in the custody of the Museum.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

September 18, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

Herewith for payment from the minor coinage profits bill of the American Railway Express Company, amount $124.28, covering express charges on $15,000 in nickels, San Francisco, Calif., to Los Angeles, Calif., July 16, 1925.

Respectfully,

M. M. O'Reilly

enc
F

Acting Director of the Mint.

September 19, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

Bill of the American Railway Express Company, amount $3.92, covering express charges on 1 box, 10 obverse Vancouver half-dollars dies and 10 reverse Vancouver half-dollar dies, Philadelphia, Pa., to San Francisco, Calif., July 27, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

F

September 21, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to $.24, covering insurance on shipments of minor coin, valued at $5,000, during the month of July, 1925.

Checks should be drawn in favor of the payees, and in the amounts indicated on reverse of vouchers, and should be forwarded to Marsh and McLennan.

Respectfully,

R. J. Grant,
Director of the Mint.

enc.
F

September 24, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

Herewith please find bill of the Post Office Department for drayage, presumably for your institution. If this is correct payment should be made by drawing check in favor of the "Post Office Department" and mailing same to the First Assistant Postmaster General, Division of Motor Vehicle Service, Washington, D. C. Similar future bills should be paid in the same manner.

Respectfully,

R. J. Grant,
Director of the Mint.

F

September 25, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

Bill of the American Railway Express Co., amount $3.42, covering express charges on 8 California Diamond Jubilee Half Dollar dies Nos. 3 to 10, August 8, 1925, Philadelphia to San Francisco, has this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

F

September 28, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to $0.29, covering insurance on shipments on minor coin, valued at $6,000, during the month of August, 1925.

Checks should be drawn in favor of the payees, and in the amounts indicated on reverse of vouchers, and should be forwarded to Marsh and McLennan.

Respectfully,

R. J. Grant,
Director of the Mint.

enc
F

P. S. It is suggested that in the case of such small bills as these [redacted] it might be satisfactory to hold them a reasonable length of time in order that more than one bill might be paid with a single check.

September 30, 1925.

Superintendent, United States Mint,
San Francisco, California.

Authorized purchase crucibles from Dixon Crucible Company lower bidder

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

October 1, 1925.

Superintendent,
U. S. Mint,
San Francisco, Cal.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1926:

Salaries and Wages	$ 21,500.00
Contingent Expenses	4,500.00
Total	26,000.00

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

October 3, 1925.

Superintendent, U.S. Mint,

San Francisco, California.

Sir:

Replying to your letter of September 25 please be advised that your apportionment of the charges for the coinage of Salvador pieces is entirely satisfactory to the Bureau.

Respectfully,

R. J. Grant
Director of the Mint.

October 5, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

With reference to your recent request for $500 more than one month's portion of the apportionment of your salaries and wages appropriation for the October-December quarter, please be advised that the additional $500 was advanced on the presumption that repayment to the appropriation on account of manufacture of foreign coin would be sufficient to offset the extra $500 and that your net expenditure for the quarter would be within the apportionment. If such will not be the case please advise the Bureau with recommendation as to the amounts to be transferred from subsequent quarters to the current quarter. If such transfers are made, after the matter has been presented to the Budget Officer of the Department and has received his approval, it will be necessary that your expenses for the future quarters be so reduced as to keep the net expenditures for the year within the amount appropriated by Congress.

Respectfully,

R. J. Grant,
Director of the Mint.

F

mR

October 8, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

Bills of the American Railway Express Company covering express charges on the following shipments have this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation:

Amount. $6.50, box coinage dies, Philadelphia, Pa., to San Francisco, Calif., August 18, 1925.
Amount, $3.30, box Salvador 5¢ coinage dies, Philadelphia, Pa., to San Francisco, Calif, August 20, 1925.
Amount, $8.71, box coinage dies, box California Diamond Jubilee half dollar dies, Philadelphia, Pa., to San Francisco, Calif., August 24, 1925.

Respectfully,

R. J. Grant,
Director of the Mint.

F

October 12, 1925.

Superintendent, U. S. Mint,
San Francisco, California.

Sir:

Receipt is acknowledged of 11.20 ounces certificate bar samples representing Fine Gold Mass Melts Nos. 18, 23, 28, 33, 38, 43 and 48 forwarded with your letter of October 5, 1925, and 9.60 ounces of certificate bar samples representing Mint Fine Gold Melts Nos. 1, 6, 11, 16, 21 and 26, together with your letter of October 6, 1925.

Respectfully,

M. M. O'Reilly

~~R. J. GRANT~~

Acting Director of the Mint.

TJQ.

October 14, 1925.

Superintendent, United States Mint,
San Francisco, California.

Authorized purchase fifty tons copper from American Smelting Refining Company

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

October 14, 1925.

Superintendent, U.S. Mint,
San Francisco, California.

Sir:

In forwarding certificate bar samples representing fine gold mass melts nos. 18, 23, 28, 33, 38, 43 and 48 with your letter of October 5, 1925, and samples representing mint fine gold melts Nos. 1, 6, 11, 16, 21 and 26 with your letter of October 6, 1925, your Assayer's report on these finenesses was not included and has not been received to date. Please forward the above at your earliest convenience.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

Q.

October 17, 1925.

Superintendent, United States Mint,
San Francisco, California.

Authorized purchase zinc and tin from lowest bidders

Grant
Director

R.J.G.

Cont. Ex. Mint Bureau, 1926.

October 24, 1925.

Superintendent, U. S. Mint,
San Francisco, California.

Authorized purchase graphite goods from Joseph Dixon Crucible Company

Grant
Director

Cont. Ex. Mint Bureau, 1926.

October 26, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

Bill of the American Railway Express Co. #H/9/12667, amount $4.90, covering express charges on 1 box dies, Philadelphia, Pa., to San Francisco, Calif., September 11, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

F

October 26, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

Bill of the Baltimore & Ohio Railroad Company #17889, amount $5.89, covering freight charges on 1 box old reports, San Francisco, Calif. to Washington, D. C., July 30, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

F

October 24, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

Herewith for payment from the minor coinage profits bills of the American Railway Express Company, as follows:

#H/9/12113,	8/22/25,	San Francisco,	to Spokane,	$1,500, Cents	$58.75
#H/9/12114,	8/26/25,	"	" "	$4,000, " ,$3,000 Nickels	78.86
#H/9/12662,	9/10/25,	"	" Los Angeles	$15,000, Nickels, $25,000, Cents . . .	361.78
#H/9/12406,	9/12/25,	"	" Spokane,	$1,500, Cents	58.75

Respectfully,

R. J. Grant,
Director of the Mint.

F
enc

October 29, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

Please forward to this office at an early date a schedule of unliquidated encumbrances as of close of business September 30, 1925, against your 1925 appropriations, listed by months in which the encumbrances were set up. Also please indicate any adjustments necessary to bring the reports heretofore made of encumbrances and liquidations into agreement with the amounts remaining unliquidated.

Respectfully,

Acting Director of the Mint.

F;f

October 29, 1925.

Superintendent, U.S. Mint,
San Francisco, California.

Sir:

Replying to your letter of October 24 relative to purchasing three flags for the mint, please be advised that the General Supply Catalogue lists the following:

No. 3068 - a - 7 - bb. 5.14 ft x 9.9 ft., wool at $6.25

The contractor is Annin & Co., 99 Fulton Street, New York City. The price is understood to cover delivery in Washington, and it is believed that there would be an additional carrying charge delivered in San Francisco. This contract expires December 31, 1925. If the flags can be purchased in San Francisco at a lower price please request authority from this Bureau to make the purchase.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

October 30, 1925.

Superintendent,
U. S. Mint,
San Francisco, Cal.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1926.

Salaries and Wages	$ 21,500.00
Contingent Expenses	4,500.00
Total	26,000.00

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

P.
F

October 31, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

Herewith for payment from the minor coinage profits, bills of the American Railway Express Company as follows:

#H/9/13077, Sept. 22, 1925, San Francisco to Los Angeles, $15,000 in nickels	$124.28
#H/9/13074, Sept. 19, 1925, San Francisco to Seattle, $3,000 in cents	103.85
#H/9/13072, Sept. 26, 1925, San Francisco to Spokane, $5,000 in nickels, $6,000 in cents	105.20

Respectfully,

R. J. Grant,
Director of the Mint.

F:f
enc

October 31, 1925.

Superintendent,
U. S. Mint,
San Francisco, Calif.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to $0.24, covering insurance charges on shipments of minor coin, valued at $5,000, during the month of September, 1925.

Checks should be drawn in favor of the payees, and in the amounts indicated on reverse of vouchers, and should be forwarded to Marsh and McLennan.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f
enc

November 2, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

Bill of the American Railway Express Company, amount $3.79, covering express charges on 1 box dies, Philadelphia, Pa., to San Francisco, Calif., September 19, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

November 2, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

Bill of the Argonaut Steamship Lines, amount $3.83, covering freight charges on 1 box manila paper, Baltimore, Md., to San Francisco, Calif., August 31, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

November 2, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

Bill #H/9/12413 of the American Railway Express Company, amount $1.67, covering express charges on 1 box dies, Philadelphia, Pa., to San Francisco, Calif., September 9, 1925, has this date been forwarded to the General Accounting Office for settlement payable from your 1926 contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

November 3, 1925.

Superintendent, U.S. Mint,
San Francisco, California.

Sir:

The Secretary's office has advised this Bureau that a bond was prepared and forwarded to you some time ago to be executed by Joseph F. O'Leary, but that to date they have no record of the same having been returned. Will you please advise the Bureau whether or not it is desired to bond Mr. O'Leary.

Respectfully,

R. J. Grant
Director of the Mint.

November 4, 1925.

Superintendent, U.S. Mint,
San Francisco, California.

Sir:

Please refer to my letter of August 31 in which was enclosed copy of correspondence between the State Department and representative of the Salvador Government at this Capital, in reference to the coinage of 200,000 one centavo pieces. The correspondence to which I refer gave the weight of the one centavo piece as 2½ grams, diameter 16 millimeters, and the contents 75% copper and 25% nickel.

It has been agreed, as the letter indicates, that the cost of manufacturing this coinage would be $3.50 per thousand pieces, and that the coinage costs will include working dies, but do not include the cost of metal nor containers for shipping purposes.

It is estimated that the amount of metal required will be:

Copper - electrolytic, 99.9 pure . . . . 826.72 pounds
Nickel - 99% cobalt content . . . . 275.57 "

The Superintendent of the Mint at Philadelphia has been instructed to forward the dies, and as this coinage is to be executed during the current calendar year this letter is being written in order that you may anticipate the receipt of the dies and make preparation for the execution of this coinage before the close of this calendar year.

Respectfully,

R. J. Grant
Director of the Mint.

November 7, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

The following bills have this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation:

American Railway Express Co., Aug. 18, 1925, 1 box platimum boiling pan, San Francisco to New York, $1.60.
American Railway Express Co., Sept. 24, 1925, 1 box ring collars, Philadelphia to San Francisco, $3.92.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

Night

November 9, 1925.

Superintendent, United States Mint,
San Francisco, California.

Rearrange silver dollar storage in order that from three to five million circulated dollars may be within reach to fill future Treasurers orders instead of paying out new dollars. If necessary to break joint seal regard this wire as authority. Wire Bureau when done.

Grant
Director

Cont. Ex. Mint Bureau, 1926.

November 11, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

Herewith please find first sheet of one copy of your bullion account current for the month of August with request that it be amended as per pencil notations thereon by segregating the item of "Gold bars sold for cash" to separately show the value of the bars for which you actually received cash, and the amount deposited in the Federal Reserve Bank, thus constituting a transfer of funds to that bank.

Also inclosed please find one copy of your September Schedule of Collections for amendment as per pencil notations thereon, to indicate the sources of the collections and the "funds" to be credited. In this connection it is suggested that single items appearing on the face of the regular account current need not be noted on the Schedule of Collections in future unless required by the General Accounting Office. The principal purpose of this form appears to be to gather the items which appear in aggregate on the face of the account current.

Reference is made to the payroll items appearing in the cash account on reverse of regular account current forms for each of the three months, July, August, and September. The item pertaining to the last half of each month presumably represents bullion fund cash paid out on payroll; if so, it should not appear here unless check has been actually drawn against your appropriation depositary account (the only source of funds for payment of payrolls) and cashed by the bullion fund; the amount of the check would then be shown as a receipt in the "Cash Account" and the amounts actually paid out would be entered contra, the unpaid portion being a part of the cash balance. The paid portion would be shown in the "Analysis of Balance Due U. S." as "Deferred Credits - Salary payments". If the item in question represents cash drawn on appropriation account check, your balance on deposits with the Treasurer U. S. as shown in the "Analysis of Balance Due U. S." would be reduced by the amount of the check. The Bureau is doubtfull as to the reception the General Accounting Office will give these items, but unless you desire to change them, (by forwarding amended accounts current) they will be allowed to go to the Accounting Office as at present shown.

Attention is invited to the heading "Inclosures" on each of the accounts current. The information to be given here is not necessarily the itemizing of the papers which actually accompany the account current to this office, but itemization of the vouchers and schedules which have been forwarded or are being forwarded by you to support the account current. This information is for quick checking by the receiving clerk in the General Accounting Office, that he may know whether inclosures presumed to be present are present. Payrolls, as well as public bills, also assay reports, deposit certificates, etc., are included in the term "vouchers".

Please forward return registered mail card to support cash payments on deposits #1288, #1626, and #1630.

Herewith find deposit certificates and receipts for bullion #75, #163, and #241, covering deposits made by S. B. Gracier Company, Incorporated. The deposit certificates are endorsed in the name of A. B. Gracier (as an individual) while the receipts for bullion appear to be signed by A. B. Gracier as secretary of the company. Reference is made to deposit #187 (vouchers not inclosed) made by the same concern, the bullion receipt of which appears to have been endorsed in blank by S. B. Gracier as president of the company, while A. B. Gracier endorsed the receipt for bullion and signs the receipt for cash paid on the deposit in his individual capacity.

In future each month's account should be complete, to include schedule of unpaid deposits at the close of the month; schedule of prior month's deposits paid during the current month, etc., etc.

Please forward copy of July voucher #3, Contingent 1925 appropriation, in favor of the First Assistant Postmaster General for $10.01, hauling charges. Since the amount of this voucher is paid to another officer of the Government, the duplicate voucher will be required by the General Accounting Office.

It is noted that advantage was not taken of the 2% discount, on July voucher #19, in favor of Stauffer Chemical Company for $16.50.

Several vouchers of the period under consideration carried no indication of form of agreement on face of the voucher. Presumably the reference should be to "G", with notation on reverse of informal agreement.

Herewith find accepted proposal pertaining to August voucher #1, against your 1925 Contingent appropriation in favor of W. P. Fuller & Company. Please note on the proposal the certification as to authority of the sales manager to bind his principal and return proposal to accompany the voucher to the General Accounting Office.

It is requested that the bullion abstract sheets and vouchers, also the appropriation disbursement schedule and vouchers, be forwarded in future as promptly as possible after the close of each month rather than being retained until the complete accounts current can accompany them. This procedure will give the Bureau more time for making its examination.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f
enc

November 12, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

In accordance with the recommendation contained in your letter of November 6, you are authorized to forward 282.75 ounces of platinum sponge to the United States Assay Office, New York, for disposal, with the understanding that due credit is to be given you in your account on the sale of the same. A copy of this letter is being forwarded to the Superintendent of the New York Assay Office.

Respectfully,

Acting Director of the Mint.

November 12, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

Bill of the Southern Pacific Company #F 041770, amount $5.40, covering freight charges on 1 box crucibles, Denver, Colo., to San Francisco, Calif., September 15, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

f
enc

November 12, 1925.

Superintendent, United States Mint,

San Francisco, California.

Sir:

Receipt is acknowledged of 6.40 ounces certificate bar samples representing fine gold mass melts Nos. 53, 58, 63 and 68, forwarded with your letter of November 6, 1925.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

Q.

November 18, 1925.

Superintendent, United States Mint,
San Francisco, California.

Please prepare immediately to coin dimes Treasury will draw heavily on you What will be your maximum output per day using half presses on dimes other half contimuming on minors Wire today

Grant
Director

Cont. Ex. Mint Bureau, 1926.

November 18, 1925.

Superintendent, U.S. Mint,
San Francisco, California.

Five pairs dime dies going forward immediately balance will follow
Prepare accordingly for dime coinage

Grant
Director

Cont. Ex. Mint Bureau, 1926.

November 18, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

Your attention is invited to the necessity of sending advance notice to the Bureau in the case of any of your employees who are about to reach the retirement ages of 65 and 70 years.

In this connection I would be obliged if you would forward to the Bureau, as soon as possible, a list giving the date of birth of each of the employees of your mint, showing the day, month and year in each case. This information is necessary to complete our records.

Respectfully,

R. J. Grant
Director of the Mint.

Please have each employee initial the records in your office as to his age.

November 19, 1925.

Superintendent, U.S. Mint,
San Francisco, California.

Sir:

Will you please furnish the Bureau with an abstract in duplicate of the official record of Mr. W. A. Burns, formerly Assayer in Charge, Mint at Carson. The forms required are enclosed.

Respectfully,

R. J. Grant
Director of the Mint.

OR

November 19, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

In reference to my telegram of yesterday requesting you to prepare to coin dimes, please be advised that the Treasurer has notified this office that he will probably require about $200,000 in dimes from you, in addition to your present stock, between now and about the 15th of December. I would therefore be glad if you would accomplish this coinage as promptly as possible.

I am glad to know that you will be able to continue on minor coinage without any appreciable reduction. The Treasurer will probably call on you more heavily for the next few weeks for the reason that Denver has been obliged to discontinue minor coinage and proceed on gold.

Respectfully,

R. J. Grant
Director of the Mint.

November 20, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

The Bureau is still experiencing difficulty in the preparation of its reports to the Treasury Budget Officer on encumbrances liquidated as related to encumbrances previously set up, by quarters. These reports are made for each separate month. In an attempt to obviate these difficulties there is being submitted herewith a sample of a form in which it is requested that future reports be made of encumbrances set up, payments made, and encumbrances liquidated as pertaining to each separate quarter and each appropriation.

It will be noted from the sample form that from the information contained thereon the Bureau will be able to determine the net adjustment pertaining to encumbrances set up for each quarter by taking the difference between the payments made and the encumbrances liquidated by such payments.

Reporting the information in the form herewith will involve discontinuing the use of printed form #998 "Schedule of Encumbrances". Reporting of order numbers in connection with encumbrances set up may be discontinued.

It is requested that if the information already furnished the Bureau concerning appropriation transactions during the period July to October inclusive, has not been sufficient to enable the Bureau to determine the adjustments involved, by quarters, such information be furnished at the time your report is made to the Bureau in the new form for the month of November.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f
inc

November 23, 1925.

Superintendent, United States Mint,
San Francisco, California.

Authorized purchase fifty tons copper from American Smelting Refining Company

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

November 25, 1925.

Superintendent, U.S. Mint,
San Francisco, California.

Authorized purchase tin from American Smelting Refining Company and zinc from Federated Metals Corporation

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

November 25, 1925.

Superintendent, United States Mint,
San Francisco, California.

Excuse all who can be spared at one oclock today

M. M. O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

November 25, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

Herewith for payment from the minor coinage profits bills of the American Railway Express Company, as follows:

#H/10/14271, 10/20/25, San Francisco to Spokane, $1,500 in cents . $58.75
#H/10/14272, 10/19/25, San Francisco to Los Angeles,
$15,000 in nickels, $10,000 in cents 361.78

Respectfully,

M. M. O'Reilly

~~R. J. Grant,~~
Actg Director of the Mint.

f
inc

P. S. Please note that the Spokane Branch Federal Reserve Bank of S. F. has failed to insert the weight of the shipment it received. It is suggested that you forward the Government Bill of Lading to the bank with request that the weight be stated in "Consignee's certificate of delivery", thus having the voucher properly supported when passing same for payment.

November 25, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to $0.14, covering insurance on shipments of minor coin, valued at $3,000.00 during the month of October, 1925.

Checks should be drawn in favor of the payees, and in the amounts indicated on reverse of voucher , and should be forwarded to Marsh and McLennan.

Respectfully,

M. M. O'Reilly
Acting Director of the Mint.

F
inc.

P. S. It is suggested that if future bills for like services are expected, payment of this bill be delayed on account of the very small amounts due each insurance company until receipt of future bills, combining payments when drawing checks.

November 25, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

The following bills have this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation:

#H/10/13697, American Railway Express Co., 10/3/25,
Philadelphia to San Francisco, 1 box dies $3.67
#H/10/13913, American Railway Express Co., 10/7/25,
Philadelphia to San Francisco, 1 box dies 2.69
#H/10/14082, American Railway Express Co., 10/9/25,
New York to San Francisco, 1 box metal 2.00
#18100, The Baltimore & Ohio Railroad Company, 8/28/25,
Baltimore to San Francisco, 1 box paper strips . . .91

Respectfully,

M. M. O'Reilly
Acting Director of the Mint.

f

November 27, 1925.

Superintendent, United States Mint,
San Francisco, California.

Two hundred thousand dollars in dimes by December fifteenth twenty five hundred dollars in nickels and two thousand dollars in bronze daily will be required of your mint

Grant
Director

Cont. Ex. Mint Bureau, 1926.

November 27, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

Herewith please find bill of the Post Office Department, in amount $2.47, apparently for hauling in San Francisco for your institution, accompanied by photostat of Post Office Department letter pertaining thereto. If the charges are properly payable by you, please certify and approve the voucher in the usual way, filing the voucher and copy of photostat letter in support of the disbursement from your contingent appropriation, and mailing check to the First Assistant Post Master General, Washington.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f
inc

November 28, 1925.

Hon. M. J. Kelly,
Superintendent, United States Mint,
San Francisco, California.

Dear Mr. Kelly:

In regard to the change in program for coinage at your mint, will explain that Denver was asked to go on quarter eagles entirely, which meant that your mint would have to supply the West. The Treasurer's office advised us that you would probably be called on for about $250,000 worth of dimes between now and Christmas; that you would also be called on for nickels and cents - how many they do not know. I wired and asked you to coin $200,000 in dimes between now and December 15th, and at the same time coin $2,500 in nickels and $2,000 in cents daily.

In regard to the cents and nickels you will have to use your own judgment. I would not advise overtime for the reason that after the first of the year work will be slack, and it would not be advisable to work overtime now unless absolutely necessary and then have to lay off after the first of the year. Keep your balances safe. Do not let either nickels or bronze get below $30,000.

I am very pleased to note that you are cooperating with the mine owners to stop highgrading. They appreciate it because they have written me to that effect, and I think if they go after the matter properly, and with your help, they will shut off 75% of the highgrading within a year.

With kindest regards to you and your staff, I remain,

Respectfully yours,

R. J. Grant
Director of the Mint.

November 30, 1925.

Superintendent,
U. S. Mint,
San Francisco, Cal.

Sir:

Requisition has been approved for advance to you the following to meet the expenses of your institution during the fiscal year 1926.

Salaries and Wages, Mint at San Francisco, 1926	$ 21,500.00
Contingent Expenses, Mint at San Francisco, 1926	4,500.00
Total	26,000.00

Respectfully,

Director of the Mint.

P.

December 2, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

Bill of the American Railway Express Company (#H/10/14502), in amount $4.16, covering express charges on 1 box dies, Philadelphia, Pa., to San Francisco, Calif., October 22, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

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Superintendent,
U. S. Mint,
San Francisco, Cal.

Sir:

This office has received notice of settlement from the General Accounting Office, to the effect that it has authorized the Treasury Department to pay direct to Mary M. Degan, 3135 Washington Street, San Francisco, Cal., administratrix of the estate of John A. Degan, deceased, salary due the estate of John A. Degan, deceased, for services rendered by him as an employee of the United States mint, San Francisco, Cal., for the period from July 1, to July 4, 1925, in the sum of $26.35, payable from the appropriation Salaries and Wages, Mint at San Francisco, 1926.

This matter should be handled by you similar to transportation vouchers, etc., paid direct by the General Accounting Office without cash disbursement by your institution.

Respectfully,

R. J. Grant,
Director of the Mint.

December 7, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

The Bureau desires to express appreciation of the reports which accompanied your letter of the 28th replying to our letter of November 20th concerning encumbrances set up, encumbrances liquidated, and payments pertaining to appropriations. The reports appear to give the exact information required by the Bureau. It is our understanding that of the October appropriation transactions liquidated without local cash payments, the items $3.00, $10,00, and $5.00 represented encumbrances set up and reported to the Bureau either in July, August, or September, and that the item $5.89 was reported as having been set up in October.

Respectfully,

R. J. Grant,
Director of the Mint.

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December 8, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

Receipt is acknowledged of 9.60 ounces certificate bar samples, representing mint fine gold melts Nos. 31, 36, 41, 46, 51 and 56, forwarded with your letter of December 2, 1925.

Respectfully,

R. J. Grant
Director of the Mint.

December 9, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

Herewith find one copy of schedule of collections pertaining to your regular account for the month of October with the request that an amended schedule be forwarded to accompany your accounts to the General Accounting Office. Please note that the data, as prepared in pencil on the inclosed form, clearly supports the pertinent items on face of the account current, by both perpendicular and horizontal printed specifications. The names of the appropriate miscellaneous receipt subheads at left hand side of the account current should be noted in right hand column of the schedule of collections. The schedule of collections form appears to have been drawn with the idea in mind that deposits in the Treasury would in all instances coincide, as to time, with the collections; in which case a notation of C/D number and date on left hand side of schedule of collections form would clearly support the items in the "Treasury deposits" column. This is not true as regards the Mint Service; therefore where the amounts deposited differ from the amounts collected, it is essential that the amounts deposited be so shown as to indicate their relation to the amounts collected. It will also be noted from the inclosure that items on the right hand side of the schedule of collections support the items on face of account current in the "Collections" column, while those on left hand side of the form support the items in the column headed "Treasury deposits". Where items that appear on the face of the account current are supported by a single schedule or voucher in corresponding amount, they need not be shown on the schedule of collections form, the purpose of which appears to be the detailing of items which appear in aggregate on the face of the account current.

Inclosed herewith please find duplicate copy of proposal forms which accompanied your public vouchers for the month of October. It is presumed that the forwarding of duplicate copies resulted from the bold face item printed thereon "Return Two Copies". This notation is for the information of the bidder, and for the purpose of providing a duplicate copy of each proposal for your files. In this connection please be advised that it is not essential to file proposal form where telephoned bids only are obtained. In such cases, notation of each bid on reverse of voucher form will be sufficient; or notation of all telephoned bids on a single proposal copy will be satisfactory.

If you retained a copy of the October bullion account current, please amend same on page four to include the ounces of silver recoinage bullion, 147,651.91, in both debit and balance columns, and in footings; the copies of account current in this office have been amended to include same. On the right hand side of the "Cash" account on page five of the bullion account current, the item shown as Payment to Treasury (note subhead indentation on form) for "Salvador Payment for Metal Deposited Credit M. C. Depositary Account, $3,799.29", has been moved down to the printed line immediately preceding the line "Balance on Hand", and stated as "Deposit in minor metal checking account - value of minor metal sold in Salvador coin".

The briefing of all three accounts current has been amended in this office under the heading "Inclosures" to more clearly indicate the various schedules and vouchers which accompany each account current to the General Accounting Office.

It is suggested that in future the vouchers covering purchases of minor metal be scheduled on a separate sheet from appropriation vouchers, since the minor metal vouchers support and accompany the bullion account current rather than the regular account current. The vouchers for distribution costs of minor coin should be scheduled on a separate sheet, as heretofore, since they support the special deposit account current. It would be helpful if the vouchers chargeable to the appropriation "Contingent expenses, public moneys" were scheduled on a separate sheet, since these vouchers must go from this office to another division of the Treasury for examination, prior to being forwarded to the General Accounting Office. The above procedure would leave for inclusion on another schedule, only the vouchers pertaining to our own salaries and wages, contingent, and freight on bullion and coin, appropriations.

Bullion deposit certificate #1915 in favor of Aline Beegler carries indication of cash payment of $31.05 with the balance of the deposit paid by check; the certificate of delivery by mail or express is signed, but there is nothing in the form of a receipt to support the cash payment. Deposit certificate #1874 in favor of the Farmers and Merchants National Bank of Merced carries indication of cash payment of $21.63, the balance being paid by check; this also has signature to the certificates of delivery by mail or express, and is accompanied by a letter authorizing payment of incoming transportation, but not by a receipt for such payment.

Please forward return mail registry receipts to support cash payments on deposit #1946 made by Elliot & Fish and deposit #2213 made by C. W. Hudson.

It is noted from your public vouchers for November, received during the last few days, that they were numbered beginning with "1" instead of in the series beginning the first of the fiscal year. It is suggested that your December vouchers be numbered in the fiscal year series and that you advise the Bureau of the amended numbers applicable to the November vouchers which amended numbers will be inserted in this office.

Respectfully,

R. J. Grant,
Director of the Mint.

[illegible]
[illegible]

December 12, 1925.

Director of the Mint,
Treasury Department,
Washington, D. C.

Sir:

Reference is made to your letter of September 28 submitting schedule of papers and documents on the files of the several mint and assay offices which are deemed of no further value and for the destruction of which Congressional authority is asked.

In compliance with the provisions of Executive Order No. 1499, dated March 16, 1912, this list was submitted to the Librarian of Congress for his opinion as to the historical value of the papers covered. His report puts in question two items under section "United States Mint, San Francisco' and shown on page 3 of the schedule. In regard to (1) "Affairs of the Insurrectionary States, Investigation Navy Department, 1865-1892" a further description of the papers is requested as it is pointed out if they are printed documents their historical value is slight but if manuscript records the papers between the dates 1865 and 1870 should be preserved. In regard to (2) "40 wooden chests of miscellaneous papers, 1856-1920" the Librarian thinks this is too sweeping and general a description and requests further details, pointing out that if the miscellaneous papers are the mere routine records of the Mint they have little or no historical value, but "as we find such an item as the 'Affairs of the Insurrectionary States, etc.' as above-mentioned, which does not seem by any right or reason to be a part of the Mint records, it is our opinion that these '40 chests of miscellaneous papers, 1856-1920' should be more thoroughly investigated before permission is given thus blindly to destroy them."

If you will kindly have the ~~xxxxxxxxx~~ Superintendent of the mint at San Francisco furnish the additional information on these two items at his earliest convenience it will materially aid this office in preparing its final report to Congress.

Respectfully,

F. A. Birgfeld

F. A. BIRGFELD,
Chief Clerk.

Mint Bureau, Dec. 14, 1925.

Respectfully referred to the Superintendent, U.S. Mint, San Francisco, for report and return.

M. M. O'Reilly

Acting Director of the Mint.

December 15, 1925.

Superintendent, U.S. Mint,
San Francisco, California.

Sir:

Your attention is respectfully directed to page 16 of the Regulations for Mints and Assay Offices, relative to dies, and particularly to the four last paragraphs of that section of the Regulations which pertains to the inspection, destruction and report covering all coinage dies used during the calendar year.

Respectfully,

Acting Director of the Mint.

December 18, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

The following bills of the American Railway Express Company have this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation:

#H/11/15218, 11/5/25, 1 box platinum pans, New York to San Francisco	$0.97
#H/11/15209, 10/15/25, 1 box platinum boiling pans, San Francisco to New York	5.05

Respectfully,

R. J. Grant,
Director of the Mint.

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December 21, 1925.

perintendent, United States Mint,
San Francisco, California.

Authorized purchase from General Ceramics Company four stoneware tanks

Grant
Director

Cont. Ex. Mint Bureau, 1926.

December22, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to 15¢, covering insurance on shipments of minor coin, valued at $3,000.00, during the month of November, 1925.

Checks should be drawn in favor of the payees, and in the amounts indicated on reverse of voucher, and should be forwarded to Marsh and McLennan.

Respectfully,

R. J. Grant,
Director of the Mint.

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inc

December 22, 1925.

Hon. M. J. Kelly,
Superintendent, United States Mint,
San Francisco, California.

Dear Mr. Kelly:

Replying to your letter of the 9th, the new one-cent pieces look very good, both as to color and coining. They all look fine when they are new, but soon tarnish and change in color. Occasionally imperfect coins will get away from us, but I know the output of your Mint is seldom below the standard in any particular.

Your Mint should start coining silver dollars after the first of the year.

Respectfully yours,

Director of the Mint.

December 22, 1925.

Superintendent, United States Mint,
San Francisco, California.

Sir:

I am returning herewith order on the D. W. Campbell Company of Washington for four chair cushions. A representative of the Campbell Company has today advised the Bureau by telephone that it would be necessary to add carrying charges from their factory in Massachusetts to the price listed in the General Supply Catalogue for these cushions. It is believed that you could purchase the cushions from a house in San Francisco at a price cheaper than the ultimate cost of the cushions shipped from Massachusetts.

You are at no time obligated to purchase from contractors listed in the General Supply Catalogue when lower prices are obtainable from others.

Respectfully,

R. J. Grant
Director of the Mint.

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December 29, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Authorized accept crucible bids.

O'Reilly
Acting Director.

"Contingent Exp. Of. Director of the Mint, 1926".

December 29, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

The Department is requesting delivery by the Government Printing Office by January 10th of the deposit certificates, form 4A requisitioned by you October 14th. I trust this will meet your requirements. The Bureau had "proof" of this form on December 1st, its requisition having been made October 20th.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

December 30, 1925.

Superintendent,
United States Mint,
San Francisco, Calif.

Sir:

Attention is invited to the following items pertaining to your accounts for the month of November.

On credit side of the "cash" account of your bullion account current the item of $222.66 deposited in the minor metal checking account on account of value of minor metal used in Salvador coinage has been transferred from the position which indicates it as a payment to the Treasury for bullion, to the printed line immediately preceding the line on which the regular closing balance is stated. There has also been inserted in the credit column on last sheet of bullion account current the total credit $8,059,335.62.

Concerning the briefing under "Inclosures" on reverse of the accounts current it is suggested that reference be made to Bureau letter and 1st quarter accounts current (rendered on the new forms) in order that future briefing may more clearly indicate the vouchers which are to accompany the accounts current to the General Accounting Office. Titles of inclosures should be given, the form numbers being insufficient; these form numbers are not familiar to other than those who use them constantly. Schedules of gold bars sold for cash, and of special assay collections, accompany the regular account current rather than bullion account current. In the case of the November account the copy of receipt issued for charges collected on Salvador coinage pertains to the regular account rather than to the bullion account. Vault statements are retained for use in this office, and should not appear on the brief. Further information pertaining to the question of inclosures can be obtained by consulting the abovementioned Bureau letter and copies of accounts current returned for amendment.

Deposit certificate #2421 in favor of J. H. Elden carries indication of delivery of payment by express or registered mail. No car-

San Francisco, continued:

rier's receipt accompanies the deposit certificate, neither does any sub-voucher appear authorizing payment of insurance premium of $2.50, as per receipt of R. G. Guyett & Company.

Deposit certificate #2568 in favor of F. W. Jenkins carries indication of cash payment of $17.35. There is present a receipt of the express company for $17.15 incoming express charges; if the difference of 20¢ represent registry fees, the registry receipts should be filed in support of same.

Deposit certificate #2575 in favor of J. R. Frank is accompanied by a receipt of R. G. Guyett & Company for $5.20 insurance. No authority is present for such payment; neither is there a carrier's receipt present to support certificate of delivery by express or registered mail.

Public voucher #145 in favor of Bass Hueter Paint Company, Incorporated, with the accompanying sub-vouchers is inclosed herewith. The voucher calls for two #1 water tools at 75¢ each, $1.50, while the proposals and order call for ½ dozen paint brushes, $1.50. The voucher is therefore not properly supported by the proposals and order.

Voucher #147 (26) is in favor of S. Cassinelli for removal of garbage and old fire brick, $24.50, and carries indication of procurement under methods 4d and (blank on face of voucher but on reverse "C" - "Oral"). Method 4d provides that prices or rates are fixed by legislation or by competent regulation. Please forward, in duplicate, copy of the schedules approved by competent authority covering charges of this character.

It is noted that a number of vouchers do not carry indication of form of agreement, especially when procured articles are patented, or only one dealer bids. Form of agreement should always be indicated (on face of voucher and reverse) and when method less formal than contract or written proposal is used, reference letter "C" should be indicated with character of agreement, which may be oral, telephoned, or other.

Under separate cover is being returned for your files, the duplicate copies of proposals which accompanied the November public vouchers.

Respectfully,

Acting Director of the Mint.

F:f
Inc.

December 30, 1925.

[illegible]
[illegible]
San Francisco, Calif.

Sir:

Herewith for payment [illegible] bills of the American Railway Express Company [illegible] express charges [illegible] in from San Francisco, California, [illegible] the points listed below:

Bill No.	Date				
H/11/15429	11/11	Spokane, Wash.		$2,000	$78.30
H/11/15647	11/16	Los Angeles, Cal.		15,000	356.30
H/11/15868	11/23	"		10,000	237.50

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

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